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# GraphLock

## How to Guide for Parents

Hello and thank you from Team GraphLock! In this guide, you will find step-by-step instructions on how to use the different features in GraphLock. As always, do not hesitate to contact us with any questions or comments at: [info@graphlock.com](mailto:info@graphlock.com). You can also find more information at: [www.graphlock.com](http://www.graphlock.com) or click [HERE](#) for our YouTube tutorial videos so you can see how GraphLock works!

## [GraphLock for Parents!](#)

Team GraphLock  
Mallory, Josh, and VJ

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# I. Getting Started – How to Set Up Your Parent Account

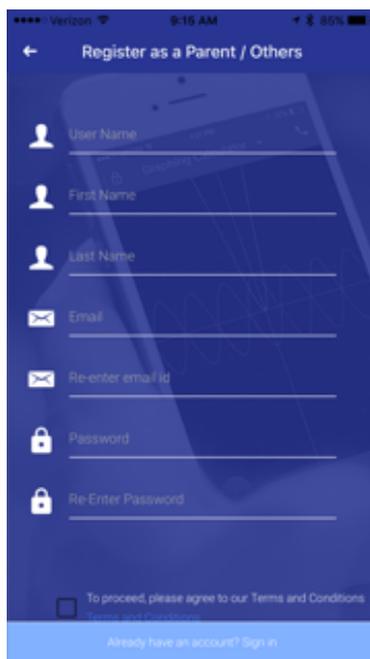
[Click HERE for a video walking you through the steps to getting started and setting up your GraphLock account](#)

1. Click [HERE for iOS](#) to download from the App Store on your iPhone or iPad or [HERE for Android](#) to download from the Google Play Store.
2. You can also go to: [www.graphlockapp.com](http://www.graphlockapp.com) and create a user account directly from your computer.
3. Once you download the app and open it, you will first receive a pop up asking to **allow notifications**. Please select “**YES**” as this is how session codes will be pushed to you as well as chat notifications.
4. To create a new account, click “**Sign Up**” on the login screen and then you will see four different account options: Teacher, Student, Parent, Proctor. Select the **Student option**.

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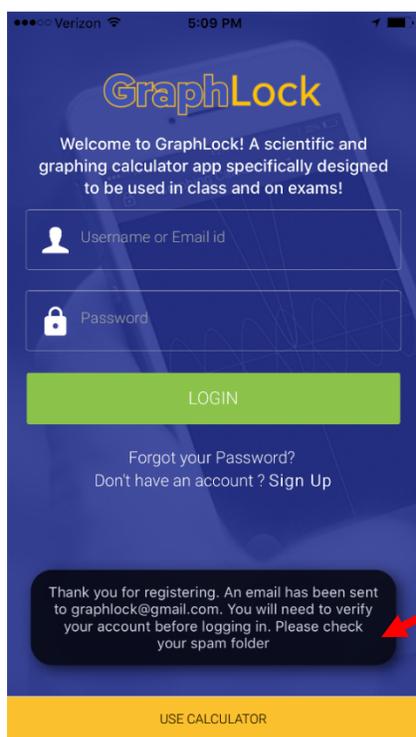


5. Fill in the required information for your student profile and click “Register Now”



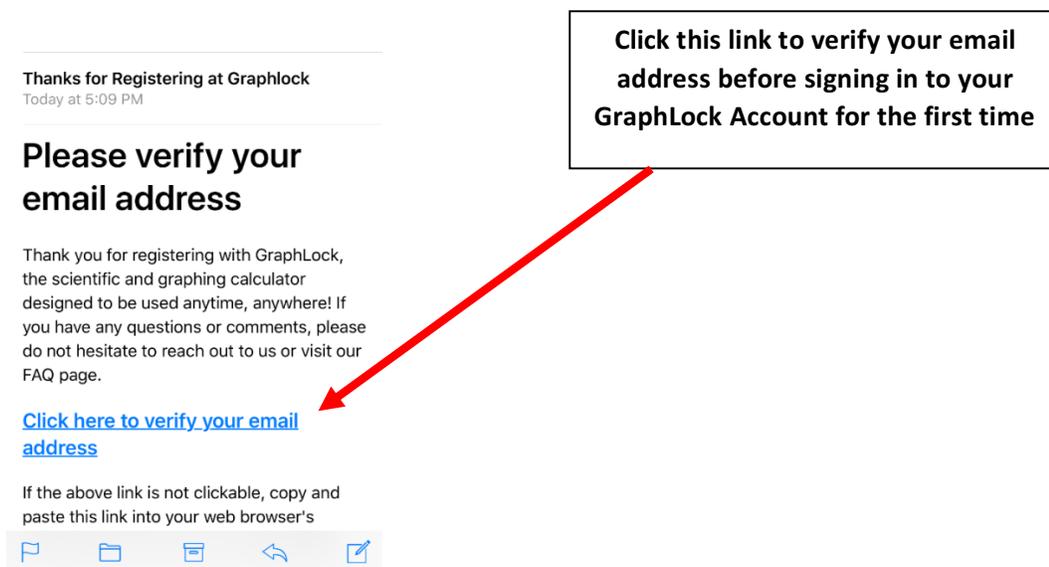
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6. Check your **email account** that you associated with your GraphLock profile to verify your account. **\*Please be sure to check your SPAM folder if you do not see an email from [no-reply@graphlock.com](mailto:no-reply@graphlock.com) in your inbox**

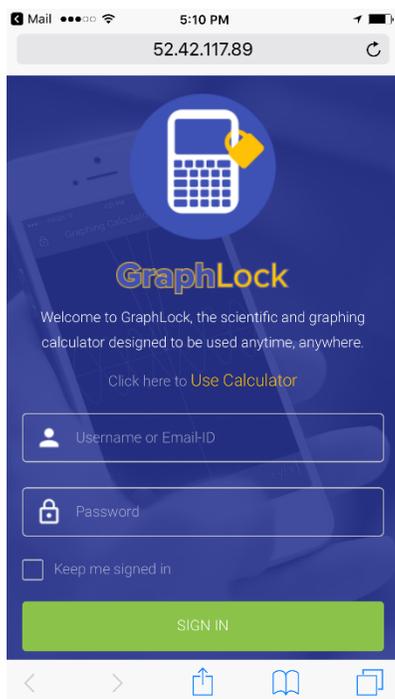


**Please note that you MUST go to your **email** and verify your account BEFORE you can sign in for the first time!**

7. Click “verify my account” and the link will take you to the webapp version online (it will take you to this version whether you are on your phone, tablet, or computer.)



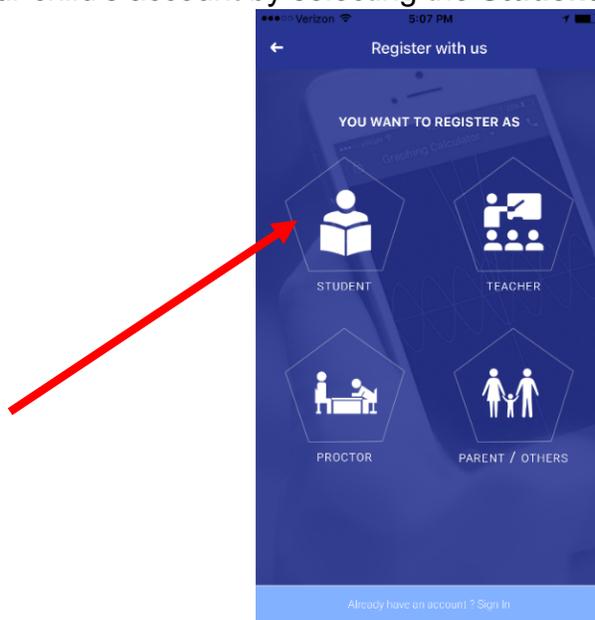
8. Once you have verified your account, close out of the webapp and open the GraphLock app to login. ***\*if you are on a phone/tablet, we recommend opening the GraphLock app now opposed to using the web version***



Once you click the link to verify your account, you will be directed to the web version of GraphLock. If you are on a phone/tablet, **we recommend closing the webapp and opening the app version.**

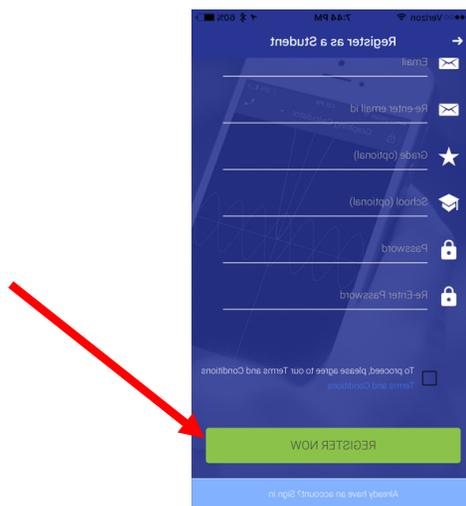
## II. Getting Started – How to Set Up Your Children’s Account

1. Download GraphLock onto your child’s device. Click [HERE for iOS](#) to download from the App Store on your iPhone or iPad or [HERE for Android](#) to download from the Google Play Store.
2. Create your child’s account by selecting the **Student** option.

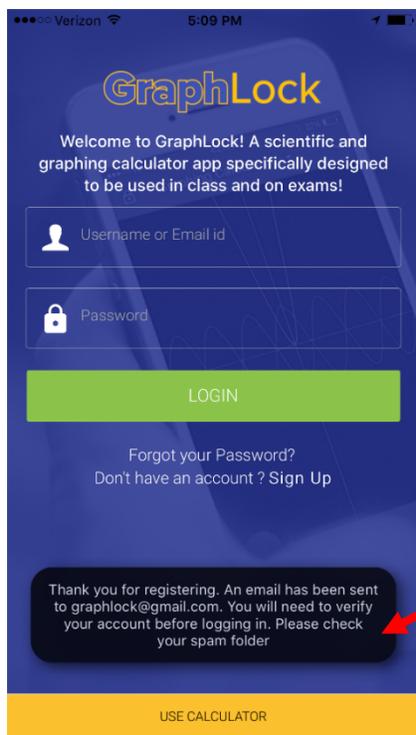


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3. Fill in the required information for the student profile and click “Register Now”



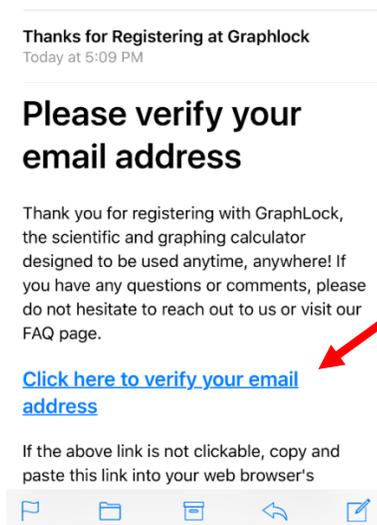
4. Check the **email account** that you associated with your child's GraphLock profile to verify the account. **\*Please be sure to check the SPAM folder if you do not see an email from [no-reply@graphlock.com](mailto:no-reply@graphlock.com) in your inbox**



Please note that you **MUST** go to your child's **email** and verify the account BEFORE he/she can sign in for the first time!

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5. Click "verify my account" and the link will take you to the webapp version online (it will take you to this version whether you are on your phone, tablet, or computer.)



Click this link to verify your child's email address before signing in to his/her GraphLock Account for the first time

6. Once you have verified the account, close out of the webapp and open the GraphLock app to login. ***\*if you are on a phone/tablet, we recommend opening the GraphLock app now opposed to using the web version***

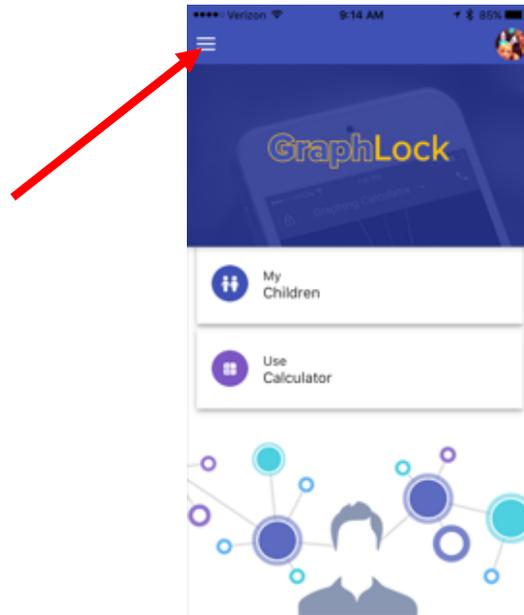


Once you click the link to verify your account, you will be directed to the web version of GraphLock. If you are on a phone/tablet, **we recommend closing the webapp and opening the app version.**

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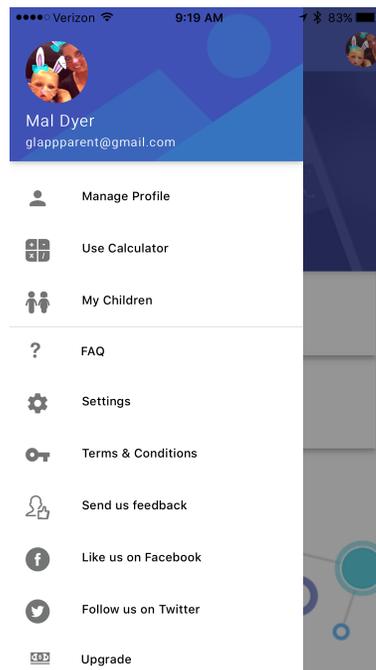
## III. How to Edit Your Profile

1. After verifying your email address, you can then sign into GraphLock.
2. Click on the bars in the upper left corner to take you to the **GraphLock Menu**

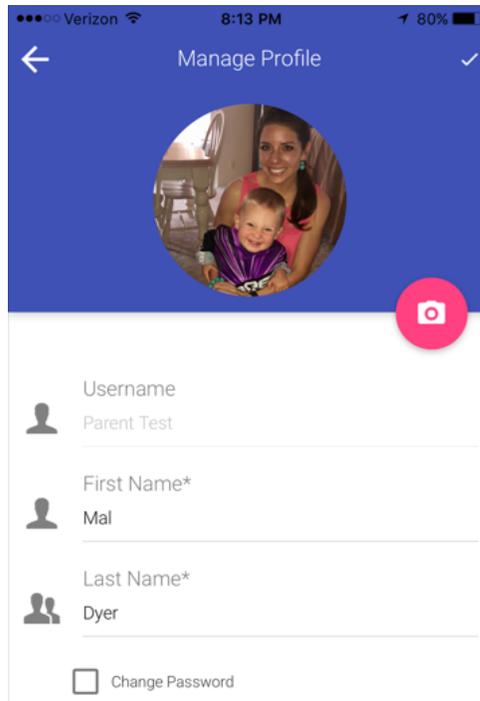


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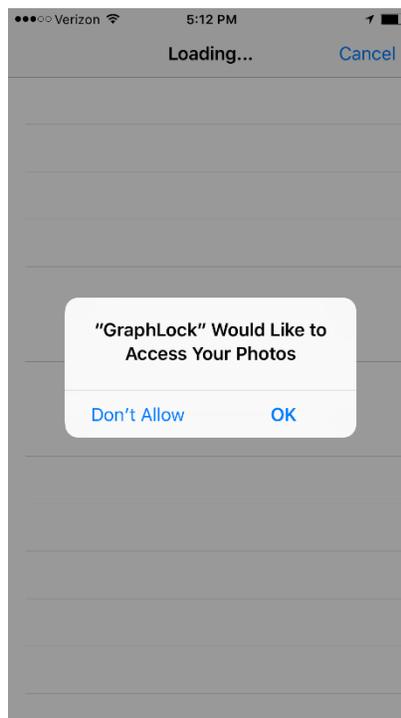
3. The GraphLock Menu will drop down with various options. Click "Manage Profile"



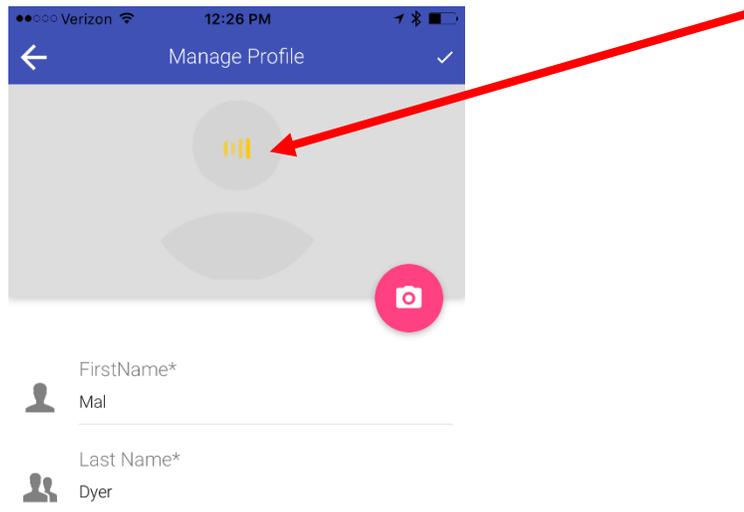
4. You will now be able to edit your profile, add a profile picture, and **change your password** if needed.



5. To add a picture, click on the pink camera logo and then select “OK” if you see this pop up



6. Select the picture you would like to use as your profile, and then you will see yellow bars signifying the picture is uploading.

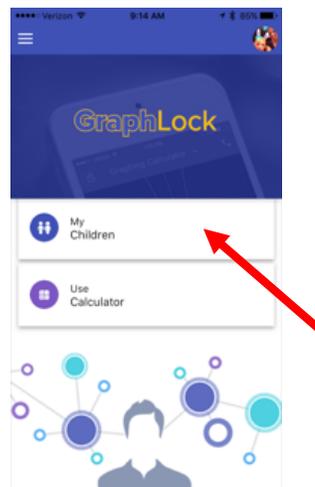


7. Once your picture loads, click on the check mark in the upper right corner to save your edits. ***\*If the yellow bars go away and your picture has still not loaded, click the check mark to save and exit out. Your picture will then show up in your profile\****

## IV. How to Add a Child to your Account

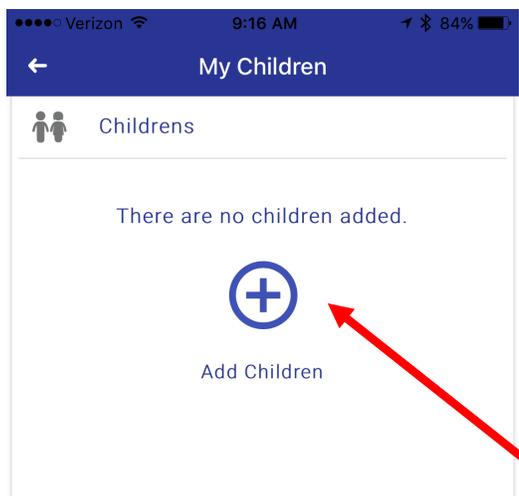
[Click HERE to watch a demo video on using the parent version of GraphLock](#)

1. To add a child to your GraphLock account, first click “My Children”

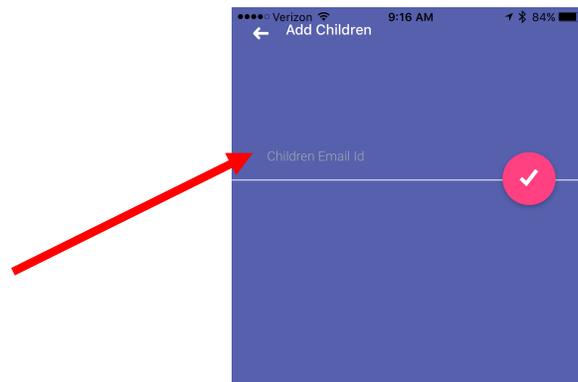


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2. You will then click the plus symbol to add your child.

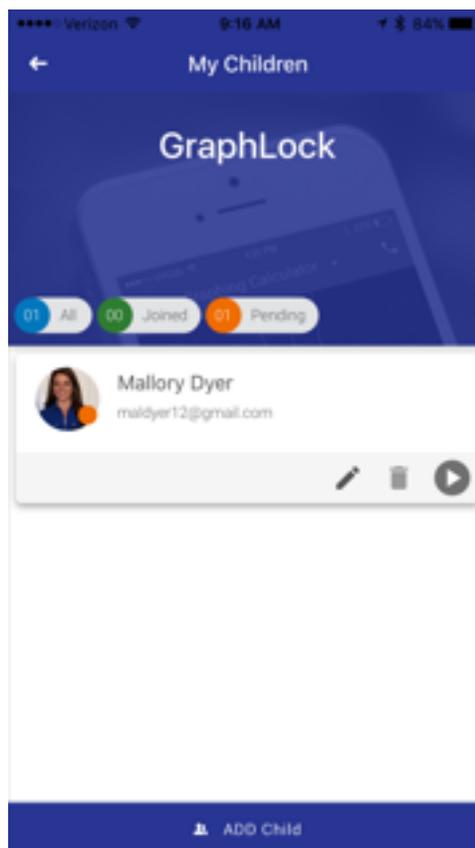


3. You will add your child using the email address used to create his/her GraphLock account. Enter the email and click the check mark.



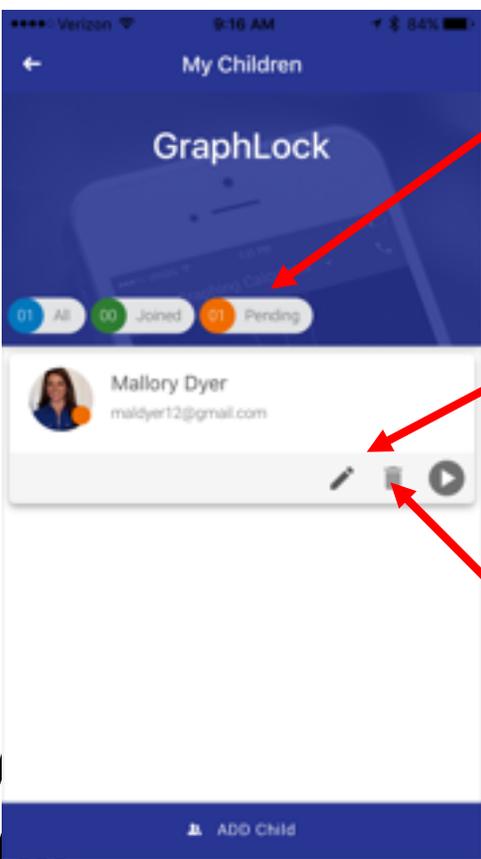
4. Once you add a child, he/she will now show up under your "My Children" section. Your child cannot delete himself/herself from your profile, only you can delete him/her.

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5. To add additional children, click the “ADD CHILD” blue tab at the bottom of your screen. Then follow the above steps again to add more children. With our free version, you can add up to two children. To add more than two, you will need to upgrade to our premium version.

## V. What do all these symbols mean?



The screenshot shows the 'My Children' screen in the GraphLock app. At the top, there are three counters: 'All' (01), 'Joined' (00), and 'Pending' (01). Below these is the user profile for Mallory Dyer (maldyer12@gmail.com). At the bottom, there is a blue bar with an 'ADD Child' button. Three red arrows point from callout boxes to specific icons: one to the counters, one to the edit icon (pencil), and one to the delete icon (trash can).

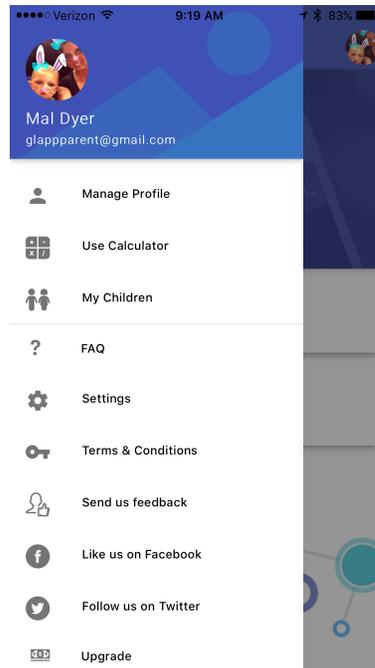
Counters will update to show you how many of your children are in active Lockdown Sessions.

Edit and start a new Lockdown Session for your child. [V.GRAPHLOCK.COM](https://www.graphlock.com)

Delete a child from your account

ADD Child

## VI. GraphLock Menu

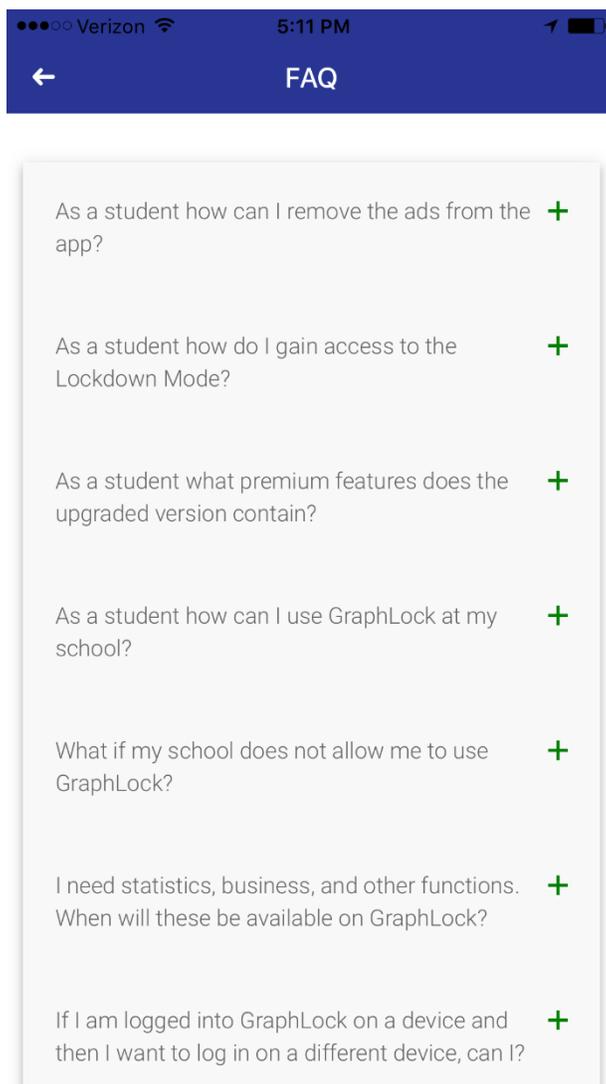


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1. **Manage profile:** Edit your profile
2. **Use Calculator:** takes you to the calculator
3. **My Children:** takes you to your children's page
4. **FAQ:** Frequently Asked Questions
5. **Settings:** change your settings in GraphLock
6. **Terms & Conditions:** our terms & conditions
7. **Send us feedback:** send us a message directly from the app
8. **Like us on Facebook**
9. **Follow us on Twitter**
10. **Restore:** restore your purchases and upgrades in your account
11. **Logout:** logout of your account to where you must re-log in

## FAQ – Frequently Asked Questions

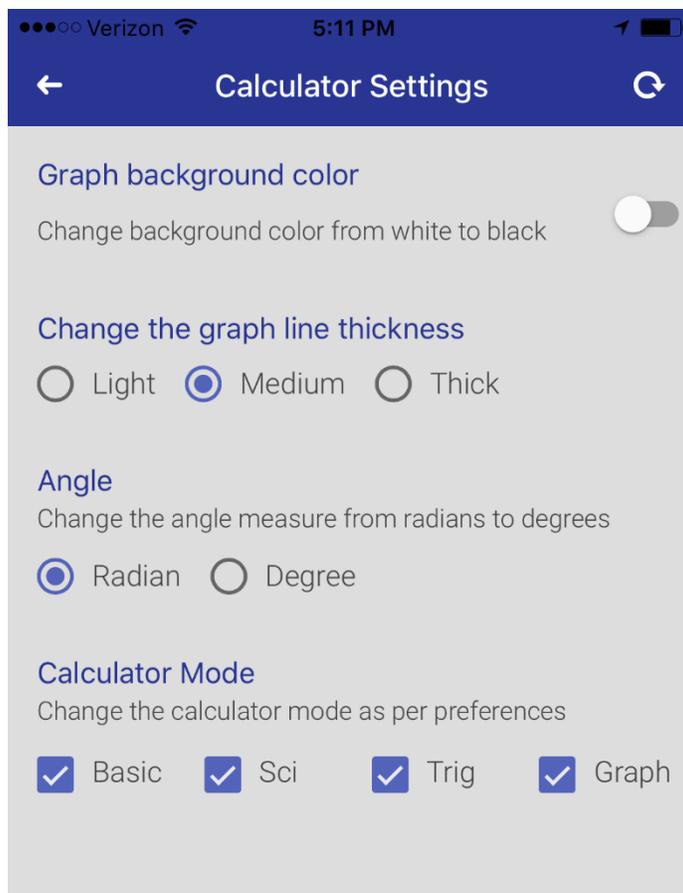
In the GraphLock Menu, you will find a list of FAQs for all profile types – students, teachers, parents, and proctors and you can search using the magnifying glass symbol in the upper right corner. We also have demo videos on YouTube to help answer these questions. If you have any other questions, please contact us at: [info@graphlock.com](mailto:info@graphlock.com)



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## GraphLock Settings

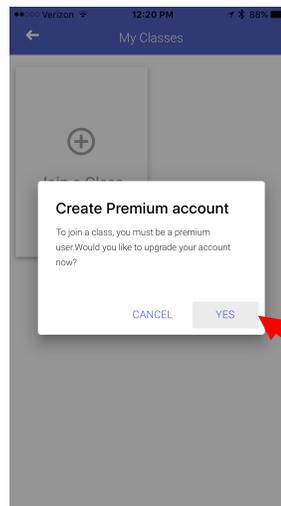
In the GraphLock Menu, there is a place you can change the settings of the calculator. This includes: changing the background color of the graph, changing the line thickness, changing the angle from radians to degrees, and customizing the calculator to include the needed modes.



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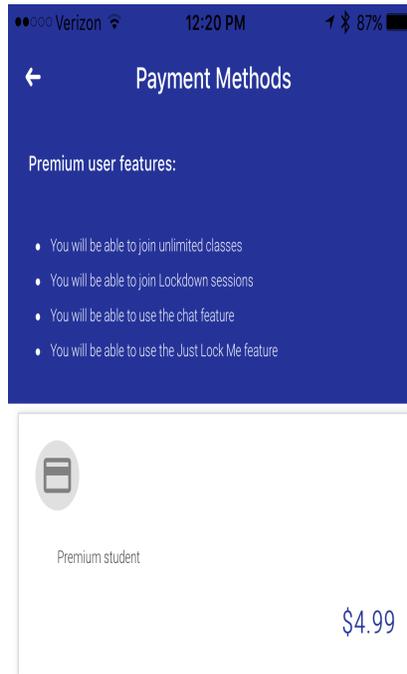
## VII. How to Upgrade Your Children's GraphLock Accounts

1. The FREE GraphLock student version gives your child access to the full calculator
2. The premium student version gives your child access to joining an unlimited number of classes, the lockdown mode, just lock me mode, and the chat features.
3. To upgrade, you will click "My Classes" on your child's device and will receive a pop up asking you to upgrade



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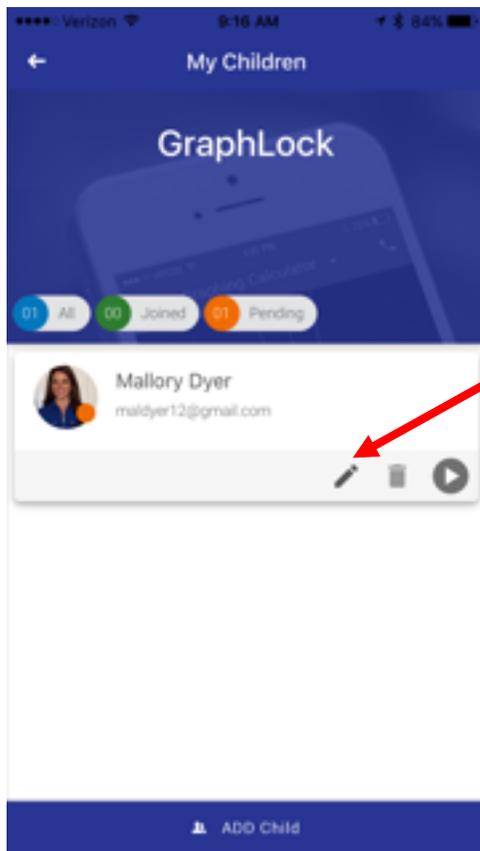
4. You can then directly upgrade to the premium version through the respective app store  
*\*If you have a promo code, please go to page 50.*



## VIII. How to Start a Lockdown Session

[Click HERE to watch a demo video on how to do a Lockdown Session](#)

1. Click on “My Children” and then click the pencil symbol on your child’s profile to edit and start a Lockdown Session.



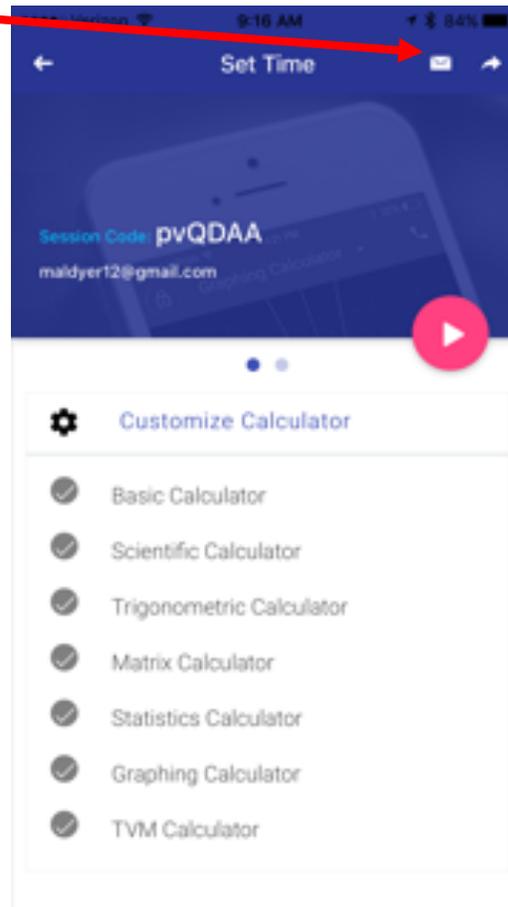
On your child’s profile, click the pencil symbol to edit and start the Lockdown Session.

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2. Then you can customize the calculator if you would like to eliminate certain calculator features for your child.

- You will now need to provide your child with the Lockdown Session code which will be automatically generated. You can provide your child the code via email by clicking the envelope symbol or via a push notification by clicking the arrow symbol.

Click the envelope symbol to email the code to your child.



Click the arrow to send a push notification to your child with the Lockdown Code.

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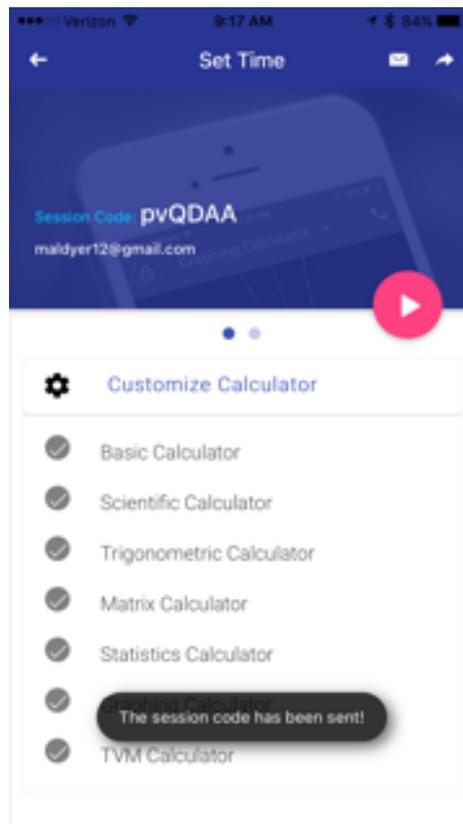
Uncheck the calculator features to remove them from your child's device during the Lockdown Session.

- If you send your child the code via email, it will automatically place the code in the body of the email for your child to copy and paste into his/her app.

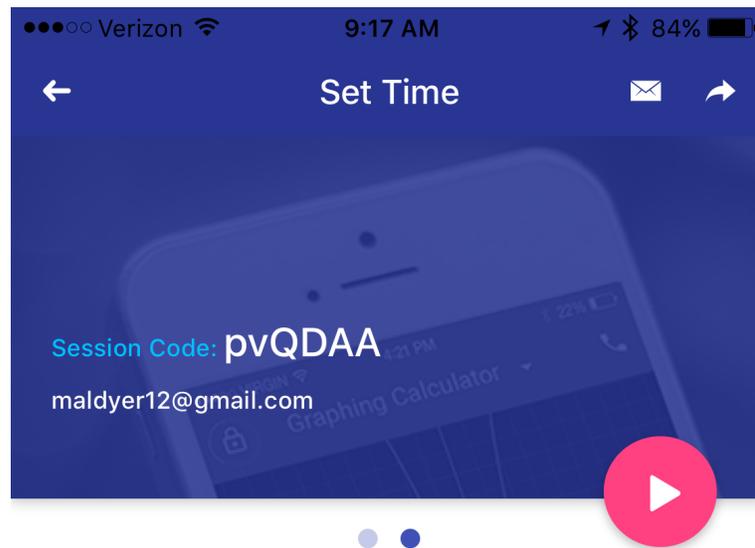


- If you send the code via the push notification, you will see a message that the code has been sent and your child will just need to select "ok" and the code will automatically be uploaded into his/her app to join the session.

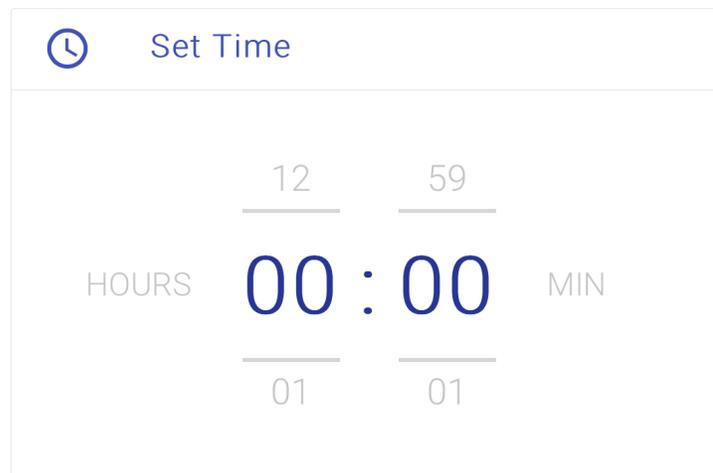
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6. You will then set a time for the length of the Lockdown Session. Please note that you can set the Lockdown Sessions for different lengths of times (and at different times)

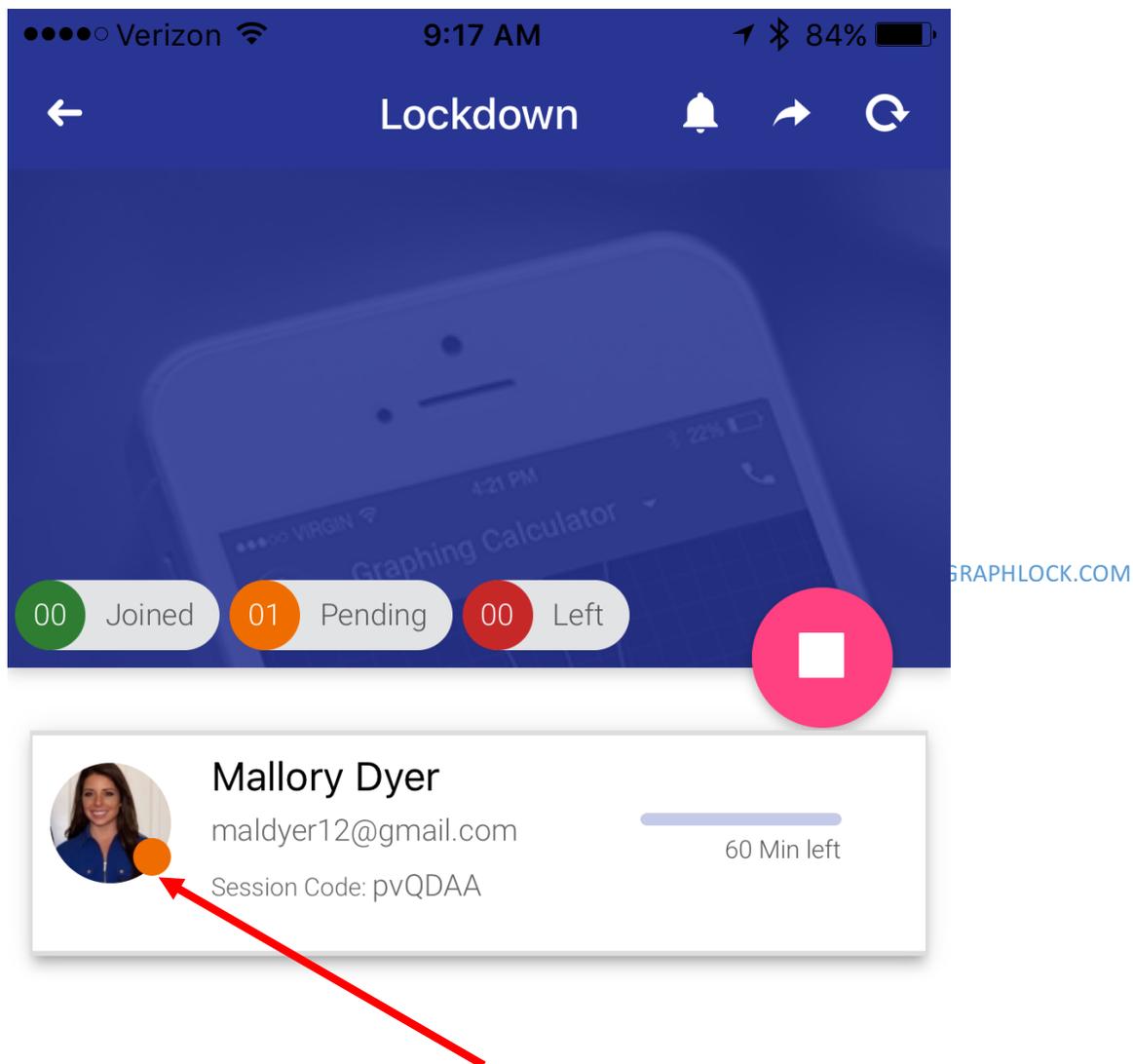


Click the pink triangle when you are ready to start the session.



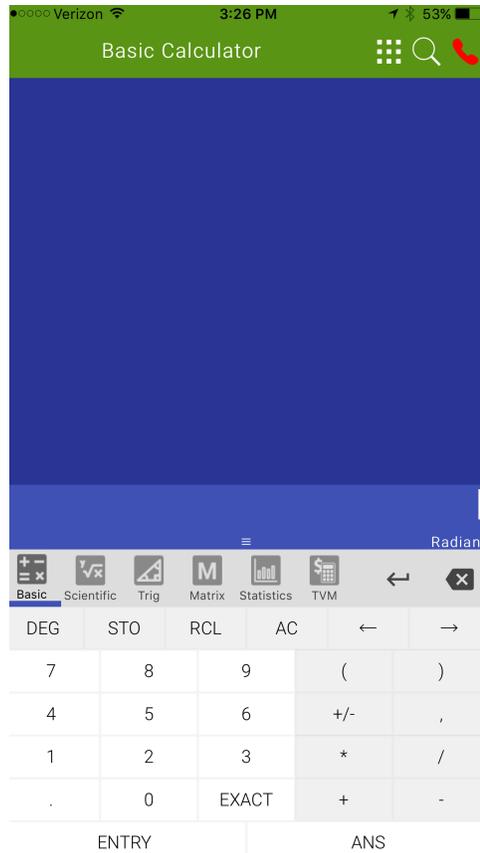
Tap the numbers to set the length of the Lockdown Session.

- Once you start the Lockdown Session and your child joins, you will see the counter update and his/her profile will show up in your device in your monitoring platform.



Your child's profile will remain orange "pending" until he/she joins. Once he/she joins the session, his/her profile will change to green.

8. Once your child joins the Lockdown Session, not only will his/her profile update to green on your monitoring platform, his/her device will also have a green stripe across the top. This shows that the device is in Lockdown.

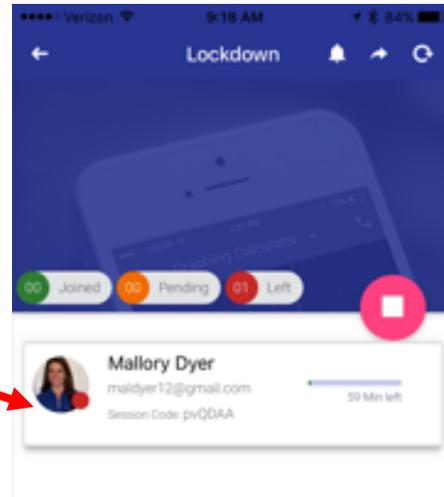


If your child needs to make an emergency call, he/she can click the red phone symbol and select "yes" You will still be alerted on your end in your monitoring platform that your child has left the Lockdown Session.

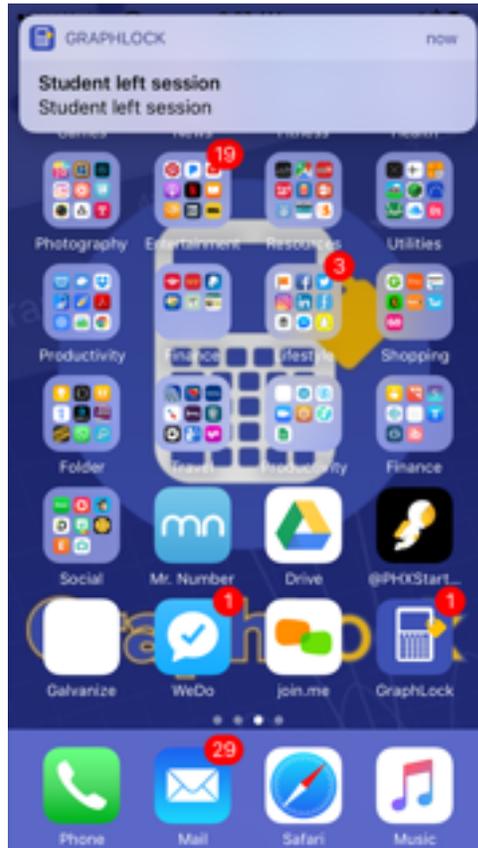
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9. If your child needs to make an emergency call (by hitting the red phone on the upper right hand corner of his/her screen) or if he/she tries to force out of lockdown, you will be notified in a couple of different ways:
- It will make a noise to alert you
  - If you have the monitoring platform open, the bell in the upper corner will continuously shake
  - If you do not have the app open, you will receive a popup notification on your device
  - The child that has tried to force out of lockdown (or make an emergency call) will now have a red circle by their profile picture and the green stripe will be gone on his/her device.

It will turn red by your child's profile as well as alert you with a noise if he/she tries to leave Lockdown.

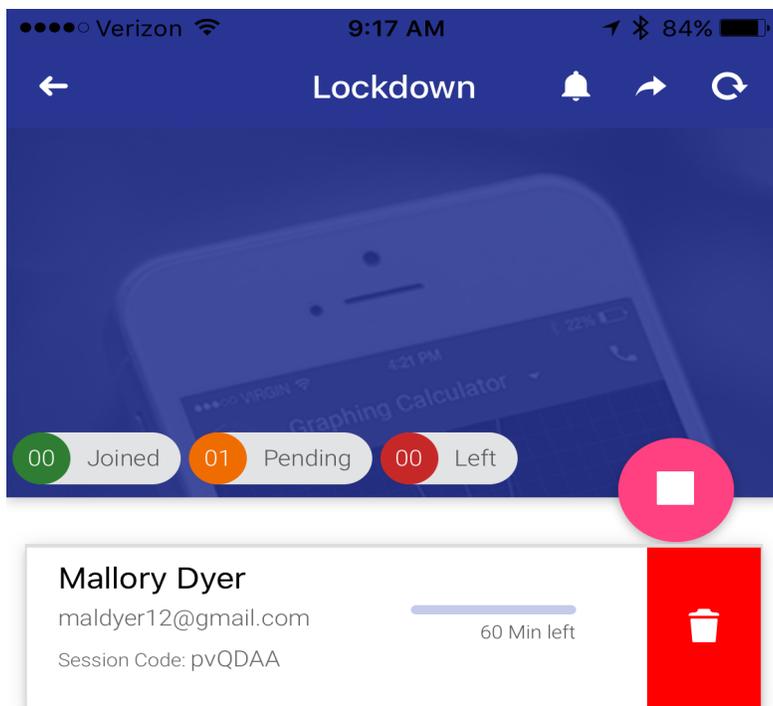


10. If you do not have the app open, you will still be alerted with a notification if your child tries to leave Lockdown or make an emergency call.



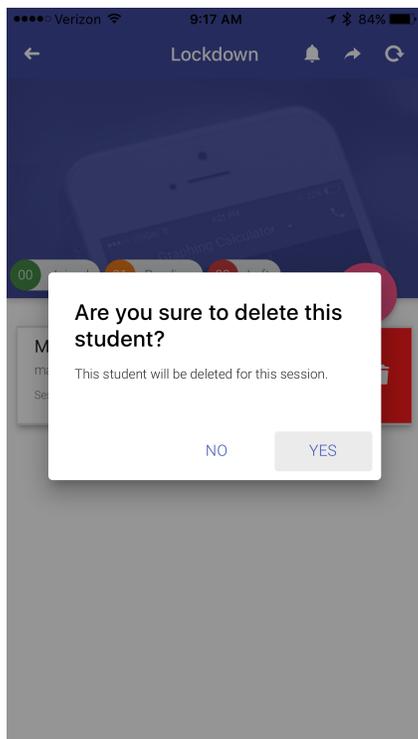
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11. There are a couple of ways for the Lockdown Session to end. Either the timer will run out, and then your child's phone or device will go back to normal right away automatically or you can remove your child from Lockdown at any time. Simply swipe left on his/her profile and you can first unlock them and then fully remove them from Lockdown.

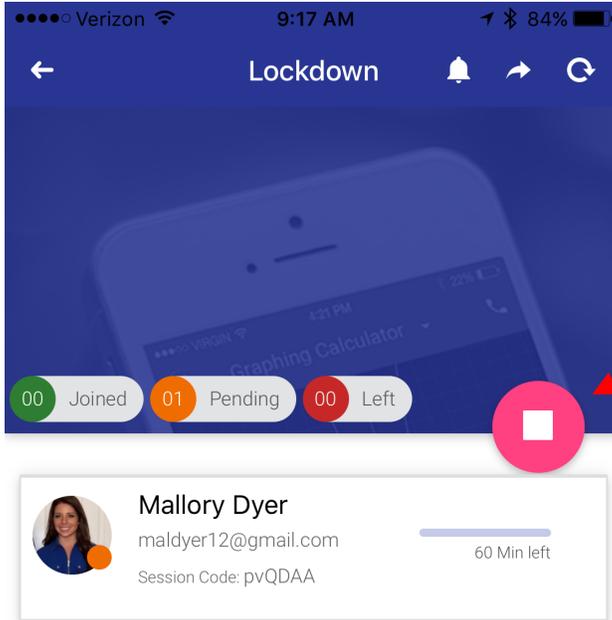


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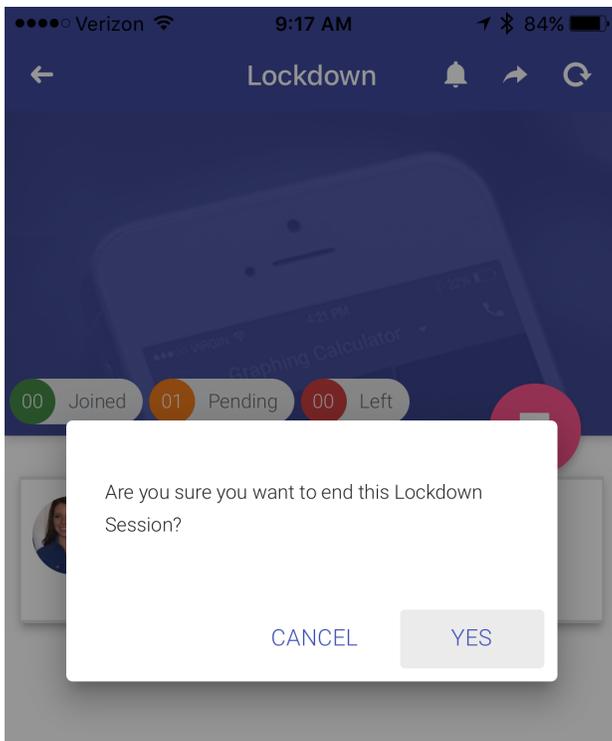
On your monitoring platform, you will also be able to see how much time is left in your child's Lockdown Session.



12. You can also end a Lockdown Session for your children at any time without having to unlock them or remove them. Simply click the pink square and then select “yes” to end the session and your children’s devices will go back to normal.



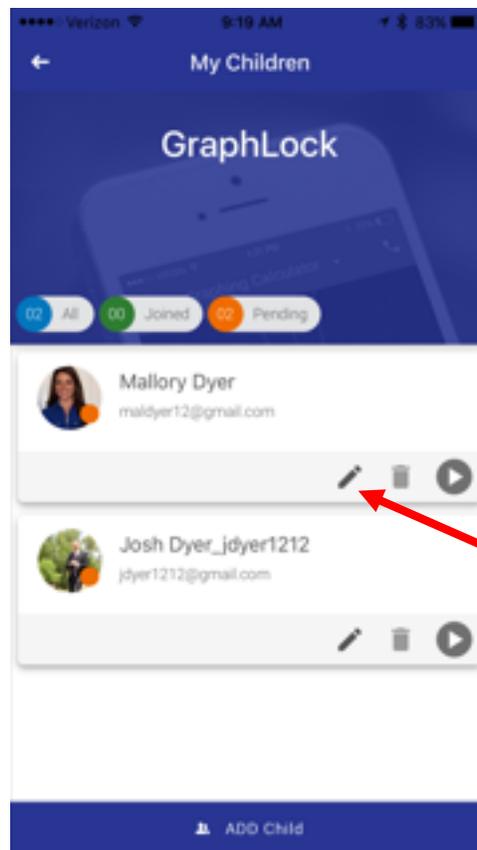
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## IX. How to Run Multiple Lockdown Sessions for More Than One Child

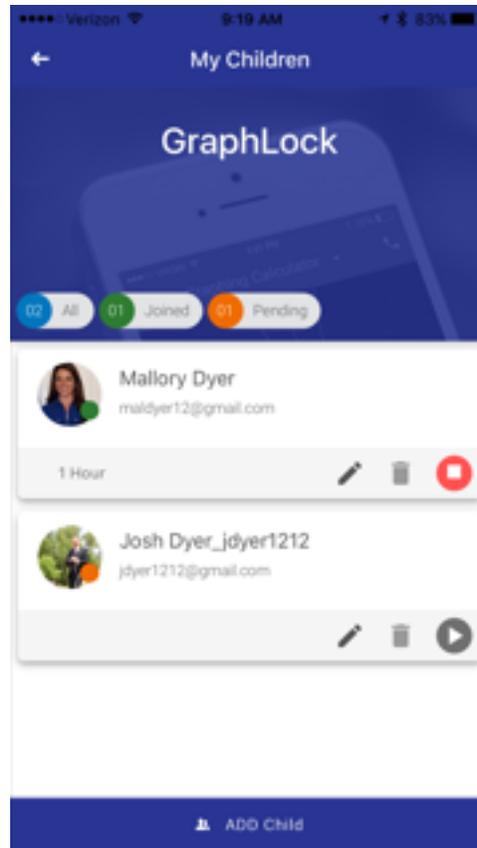
With GraphLock, you can run separate Lockdown sessions for your children for different lengths of times and at different times. Plus, there is no distance restriction!

1. If you have added more than one child to your account and would like to create a Lockdown Session for each of them, click the pencil symbol next to their profiles to create the session. Please note each child will have a unique Lockdown code that he/she will need to enter in his/her device to join his/her specific session.



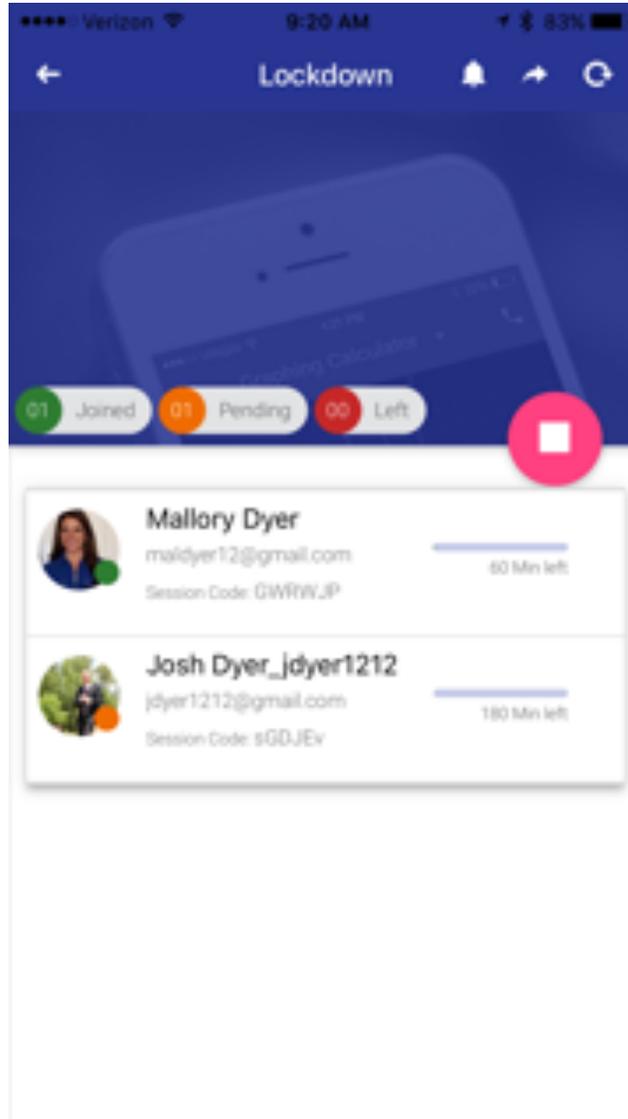
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2. Once you set the timer for each child and start the session, you will see the counters update (as well as the colors by their profiles) as they join the Lockdown Sessions. It will also keep track as to how much time they have remaining.



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- You can end the session for your children by clicking the pink square or you can remove an individual child from his/her session at any time by swiping left on his/her profile.



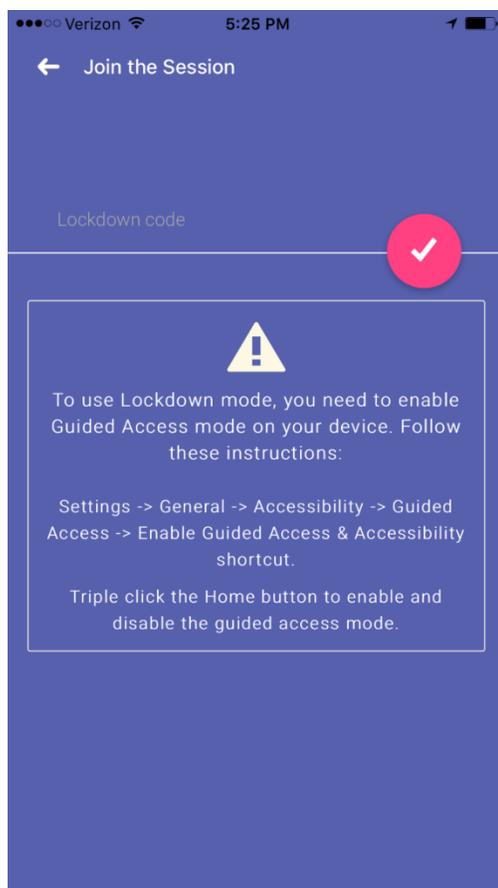
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## X. How Your Children Join Lockdown Sessions

For your children to join a Lockdown Session, you will first need to provide them the unique Lockdown code which they will then enter in their device to join and put their device into Lockdown. For iOS, your child will need to enable Guided Access Mode (but good news, you only need to go through these steps below once and then you can use the shortcut each time after) and for Android, you simply will click “Got it” and put your device into Pin App Mode.

### How to Join a Session – iOS Guided Access Mode

[Click HERE for a video on setting up Guided Access](#)



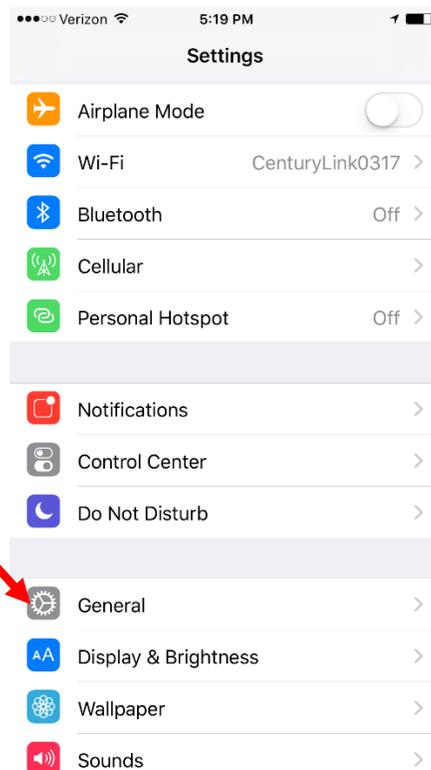
**Steps to enable iOS Guided Access Mode.  
The student only must do this ONCE and  
will then be able to use a shortcut!**

- i. The student will first go to “**Settings**” on their home screen



- ii. Then go to “**General**”

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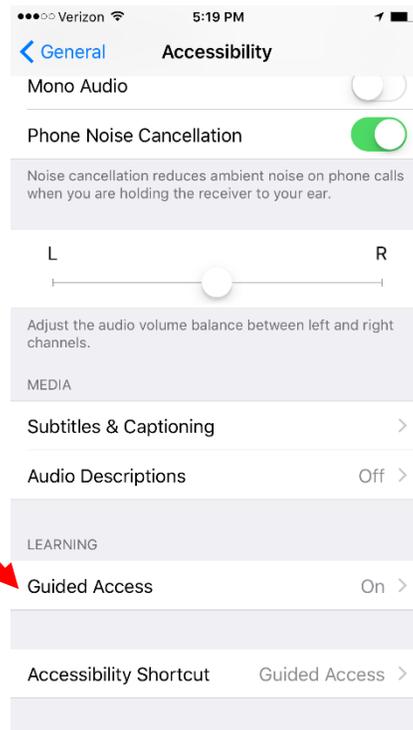


iii. Then scroll down to “**Accessibility**”

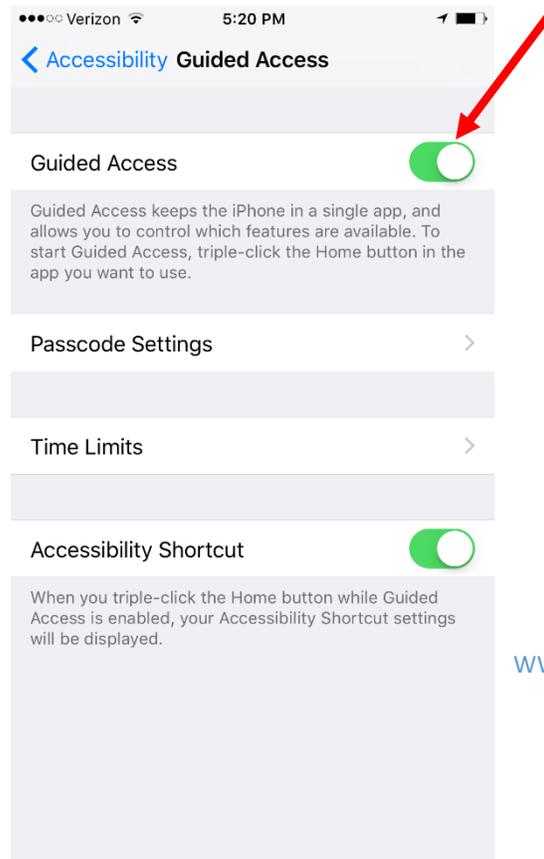


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iv. Then scroll all the way down to “**Guided Access**”

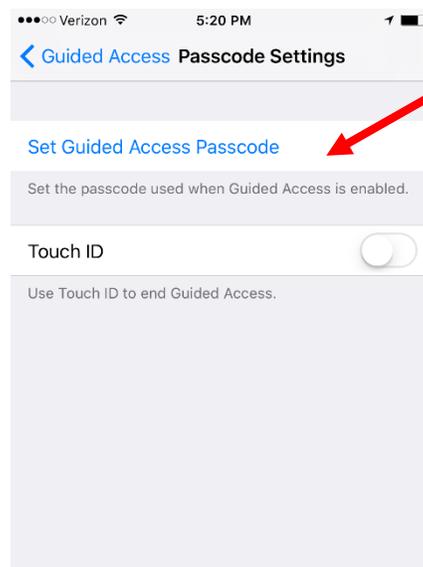


- v. Then swipe to the right by “Guided Access” to turn it ON



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- vi. The student will then go to “**Passcode Settings**” to set a 4-digit code for Guided Access Mode.





**4-digit passcode set by the student for Guided Access on his/her phone. On school devices, this can be set by Teacher/IT**

- vii. **This is the most important part!** After setting the passcode, the student will be taken back to the Guided Access Mode screen. This is where the student can set the shortcut (triple click the home button) so they never have to do these steps again! [WWW.GRAPHLOCK.COM](http://WWW.GRAPHLOCK.COM)



**Turn Accessibility Shortcut on so the student will not have to go through these steps again!**

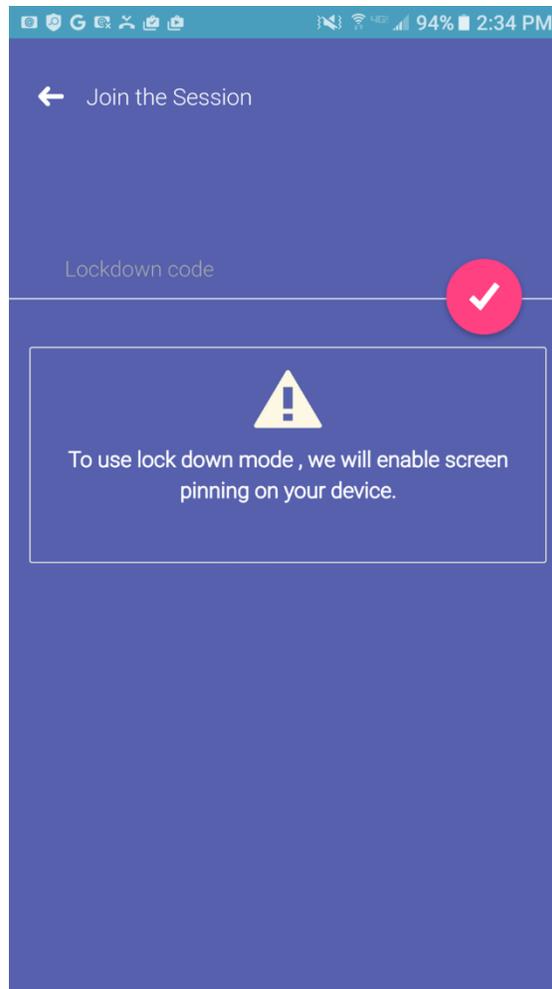
- viii. The student will not be able to simply triple click the home button to enable Guided Access Mode and join lockdown sessions!



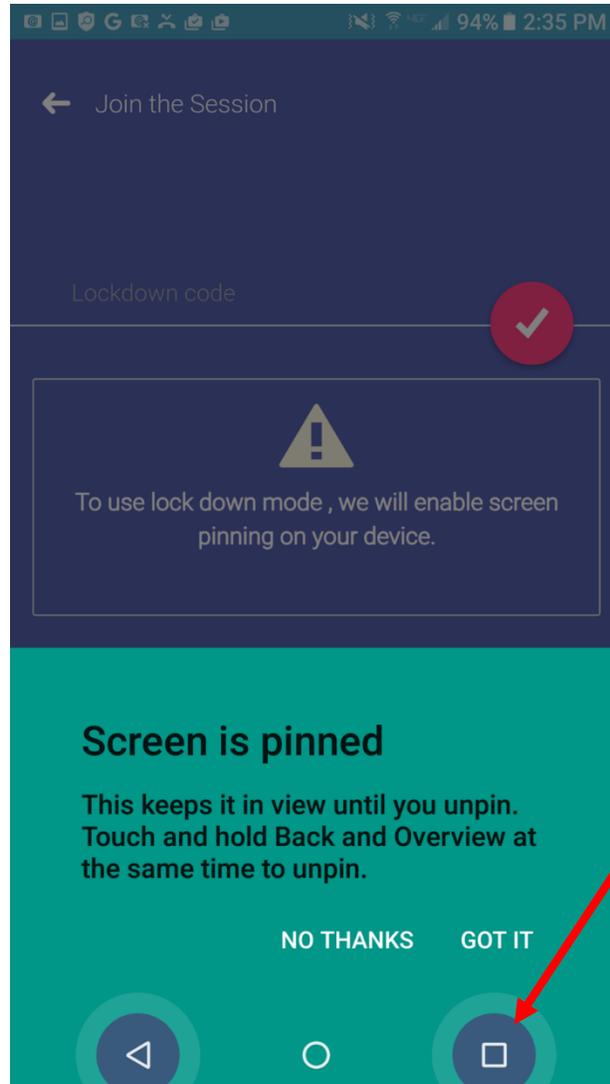
**[Click HERE for a video on how you child can join a Lockdown Session on an iPhone or iPad](#)**

## How to Join a Session – Android Pin App Mode

1. For Android, you will not have to set anything up on their device. You will simply go to “Join Session” and enter in the unique session code.



2. After entering in the unique session code, you will then be prompted to select “GOT IT” to allow Pin App Mode during the Lockdown Session.

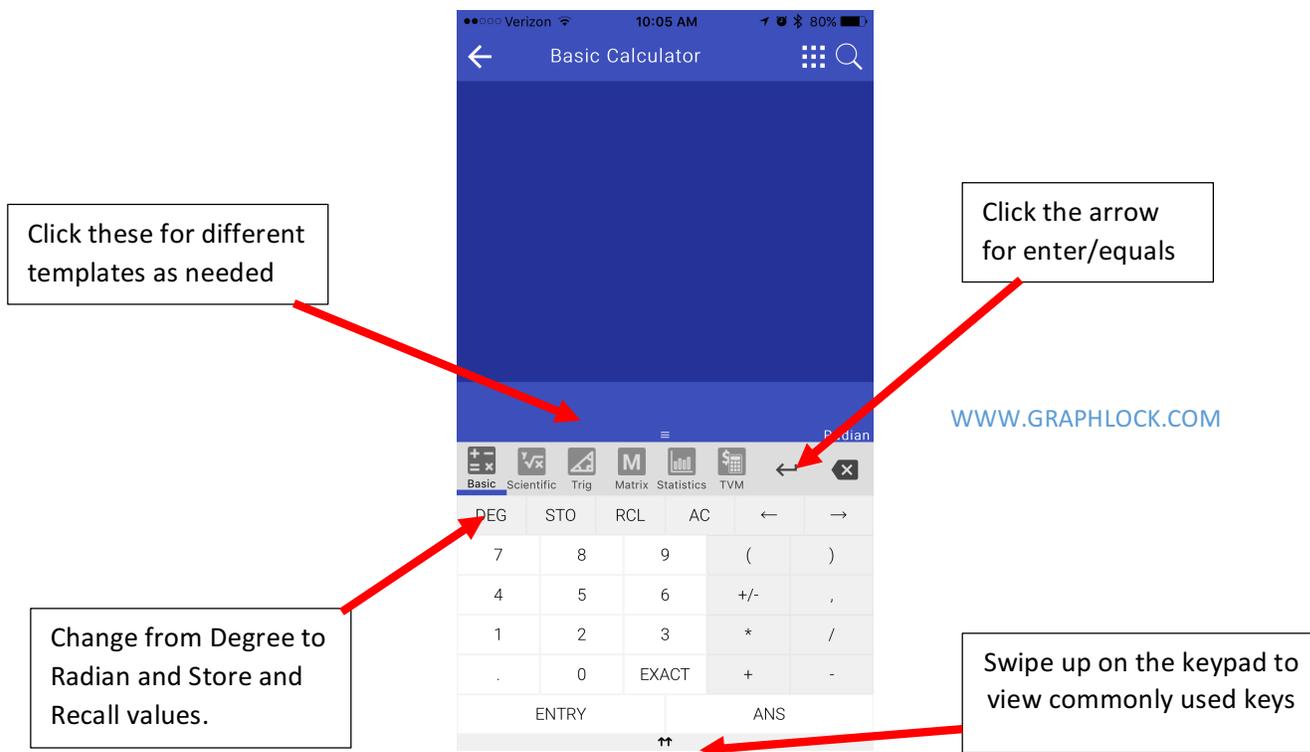


If you select “NO THANKS” it will not allow you to join the Lockdown Session. Therefore, you must select “GOT IT” and enable this mode before joining the session.

Also, if you try to force out of Pin App Mode, it will alert your teacher on his/her device!

# XI. Calculator Features

[Click HERE for a video on using the calculator](#)



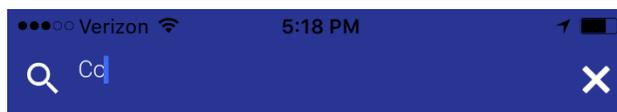
**The calculator can be used in landscape mode as well, just turn your device to the side and view two calculators at once!**

# Calculator Search Feature

If you cannot find a calculator feature, do not remember what it is, or confused as to how to type it in – no worries! Just click on the magnifying glass in the upper right corner to pull up our search feature.

**Search Feature –**  
simply click the magnifying glass on any calculator screen and type in the function your need!

It will pull up the function you are searching for and automatically place it into the entry bar



## combination

Compute the number of ways of picking k unordered outcomes from n possibilities.

eg:  $nCr(7, 5) = 21$

## cosine

Calculate the cosine of a value

eg:  $\cos(0) = 1$

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## arccos

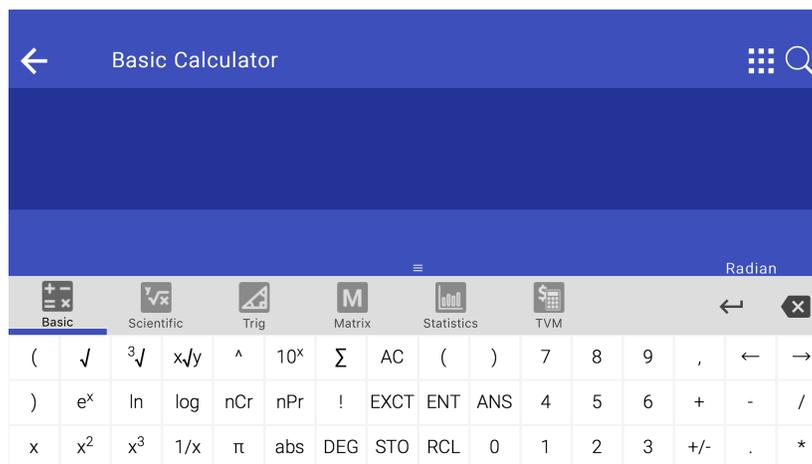
Calculate the inverse cosine of a value

eg:  $\text{acos}(0.5) = 1.0471975511965979$



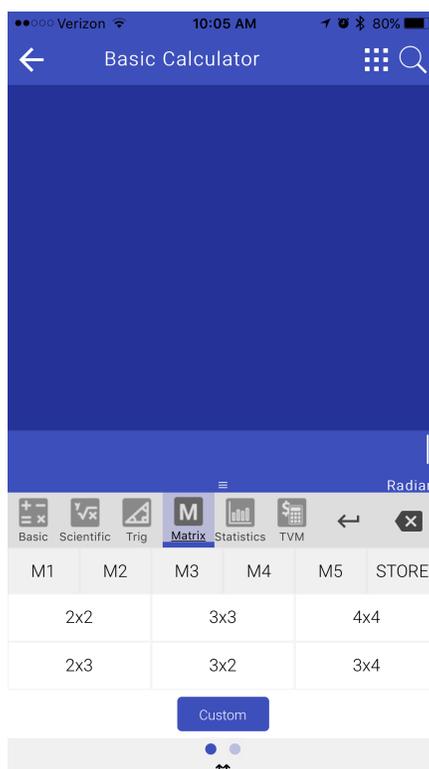
## Other Calculator Features – Landscape Mode, Matrix, Statistics, and TVM

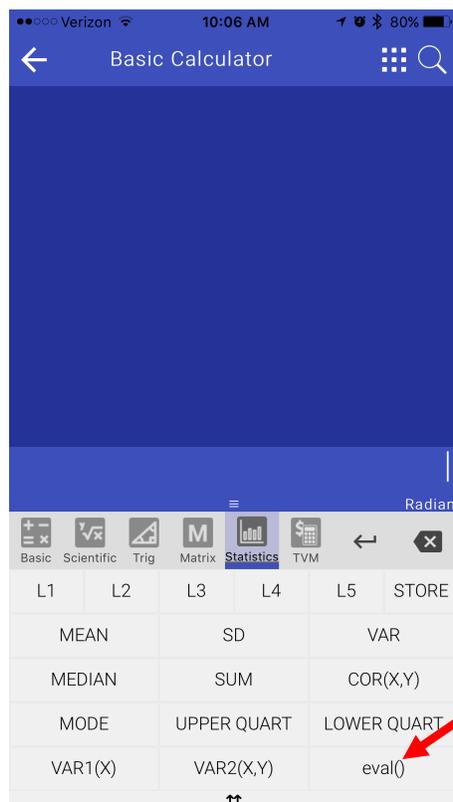
Turn your device to the side to view the calculator in landscape mode



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[Click HERE to watch a tutorial on how to use the Matrix calculator](#)





Store data sets in lists to use  
or directly type in the data  
values to compute

When you are ready to  
compute, and use the stat  
features, click the eval()  
button

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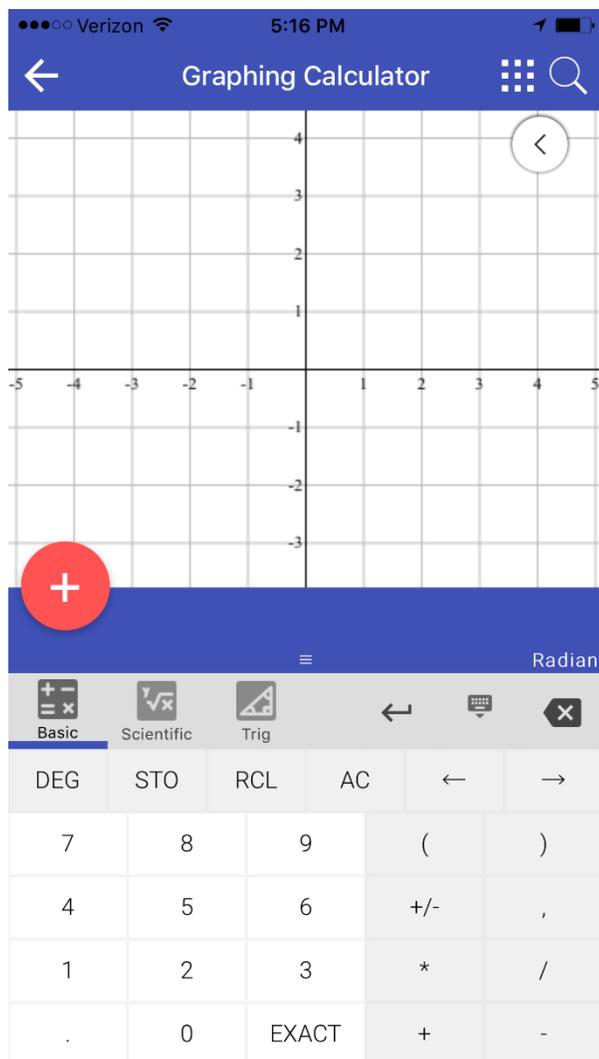
Enter in the known values into the boxes on the screen and leave the one you are trying to find blank

STO	RCL	ANS	AC	←	→
PV	r	7	8	9	
FV	n	4	5	6	
PMT	t	1	2	3	
EFF	+	-	0	.	

To find the missing value, leave the box blank above and then click on the one you are trying to find

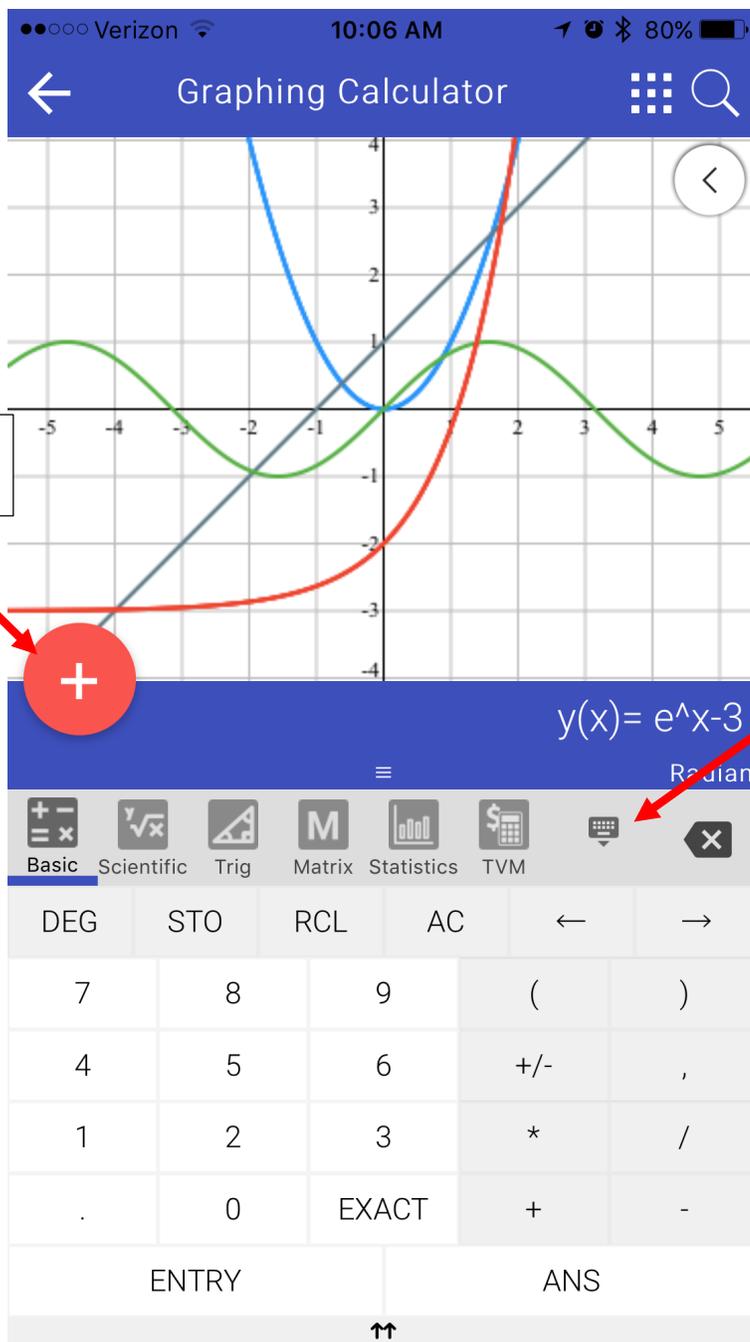
[WWW.GRAPHLOCK.COM](http://WWW.GRAPHLOCK.COM)

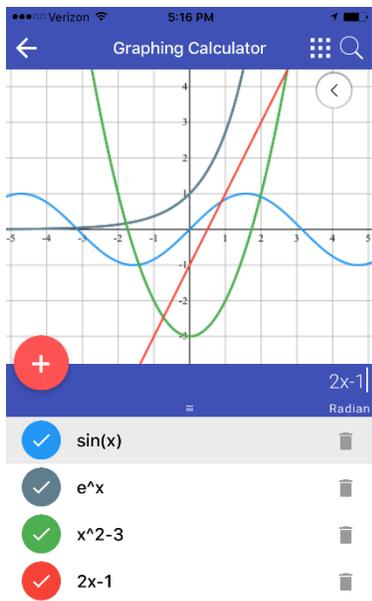
## XII. Graphing Calculator



In settings, you can change the background between black and white and change the thickness of the equations graphed!

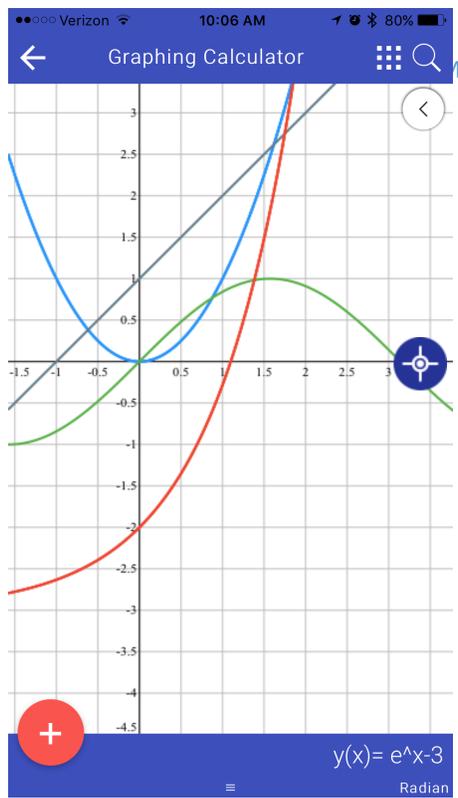
[WWW.GRAPHLOCK.COM](http://WWW.GRAPHLOCK.COM)



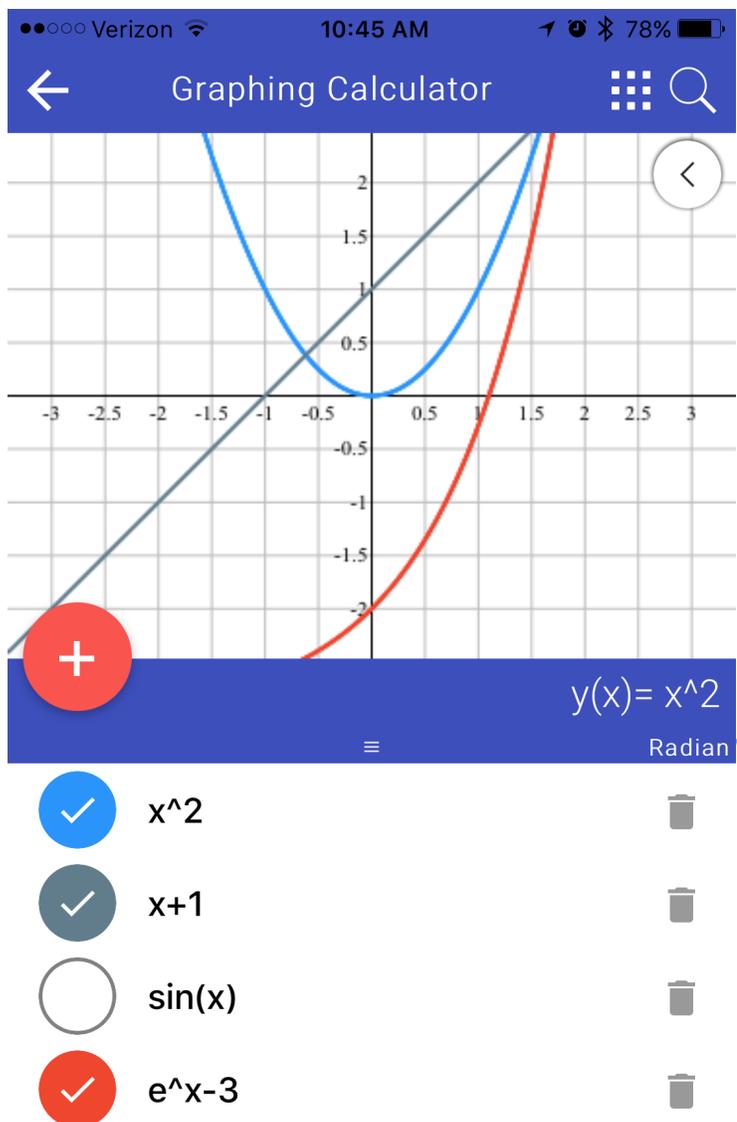


There is no limit to the number of functions you graph and they are all color coded!

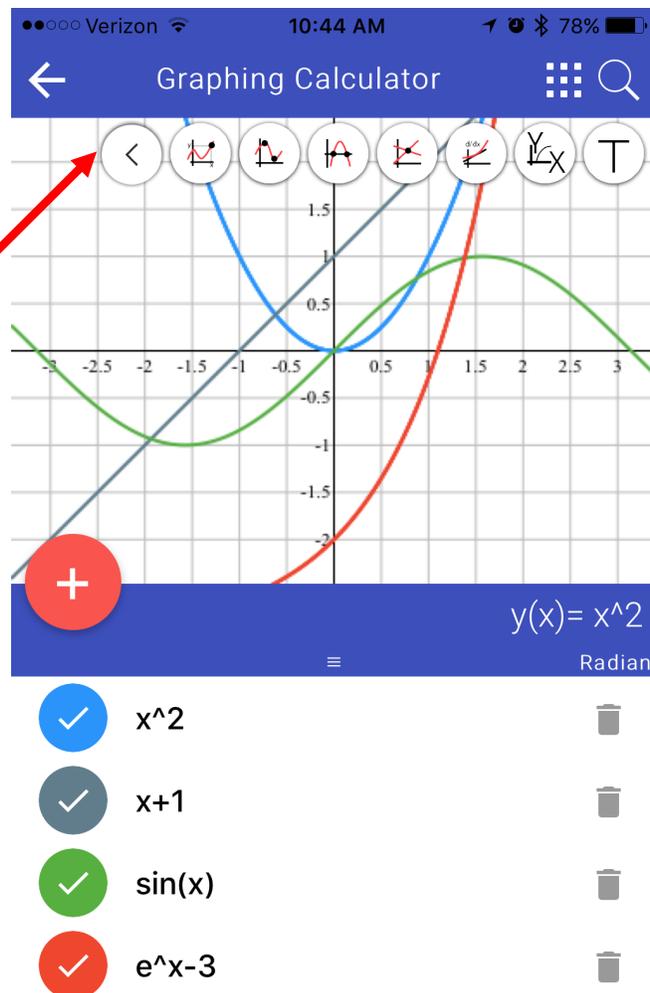
Swipe down on the keyboard to view your graphs full screen. It can also be done in landscape mode!



Simply check or uncheck the function to have the graph shown. You can also delete the graph by clicking the trashcan symbol to the right of it.



## Other Graphing Features



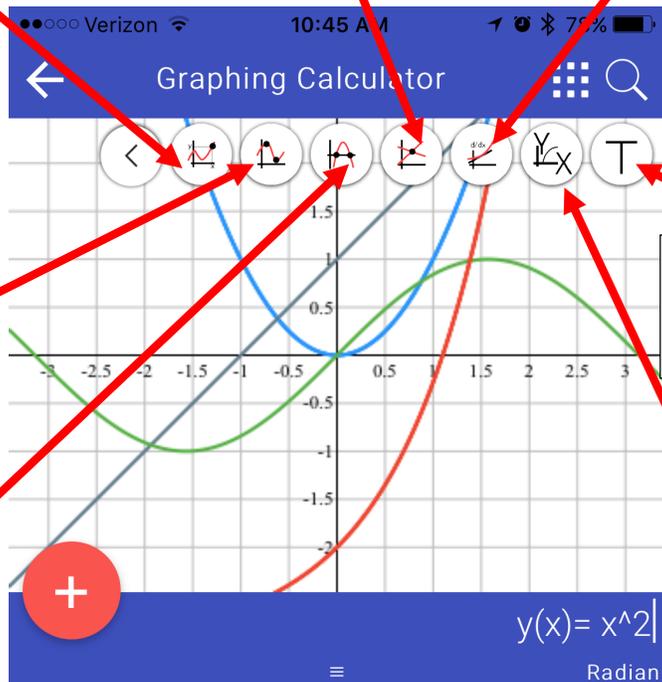
Click the triangle symbol to show the additional graphing features including: trace, min/max, roots/zeros, intersection, derivatives, setting the window manually, and a table of values.

First select the equation you would like to find information about below in the list by clicking on it. For example,  $x^2$  is selected above. From there, choose which feature you would like to use from the menu above and touch your screen on the graph to find the values.

Trace an equation to find corresponding X & Y values.

Find the intersection between two equations.

Find the derivative of the function at corresponding X values.



Find the maximum and minimum of an equation.

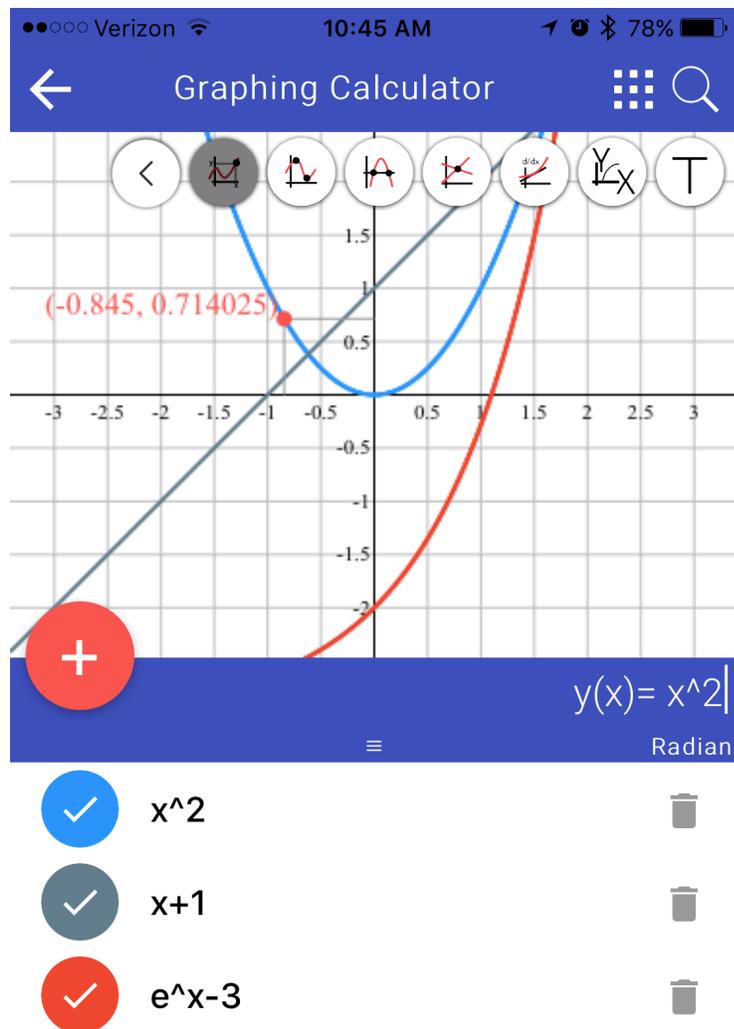
Table of Values  
Find corresponding values of X & Y

Find the roots/zeros of an equation.

Set the window manually  
X & Y Axis

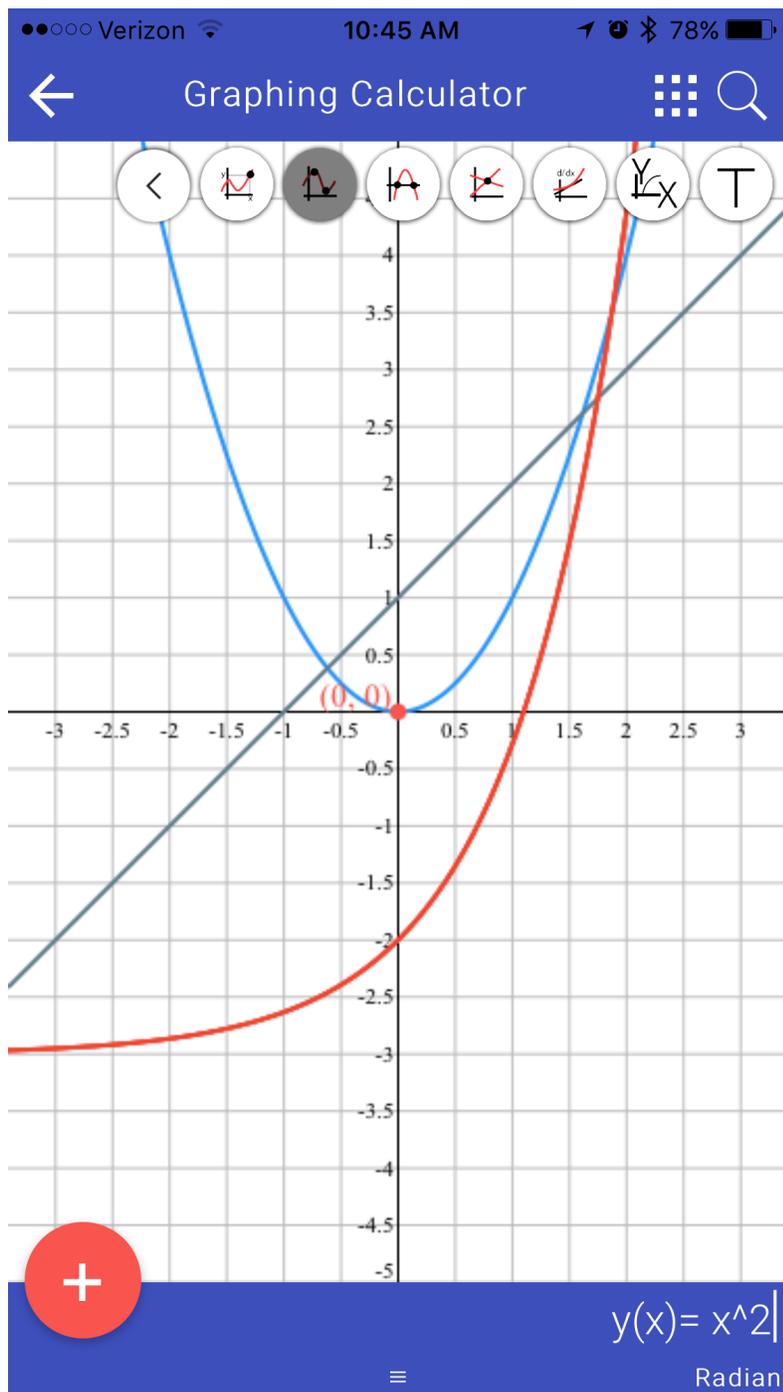
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# Trace Feature



First select the equation you would like to find information about below in the list. For example,  $x^2$  is selected to trace here. Then drag your finger along the equation to find ordered pairs and trace the graph.

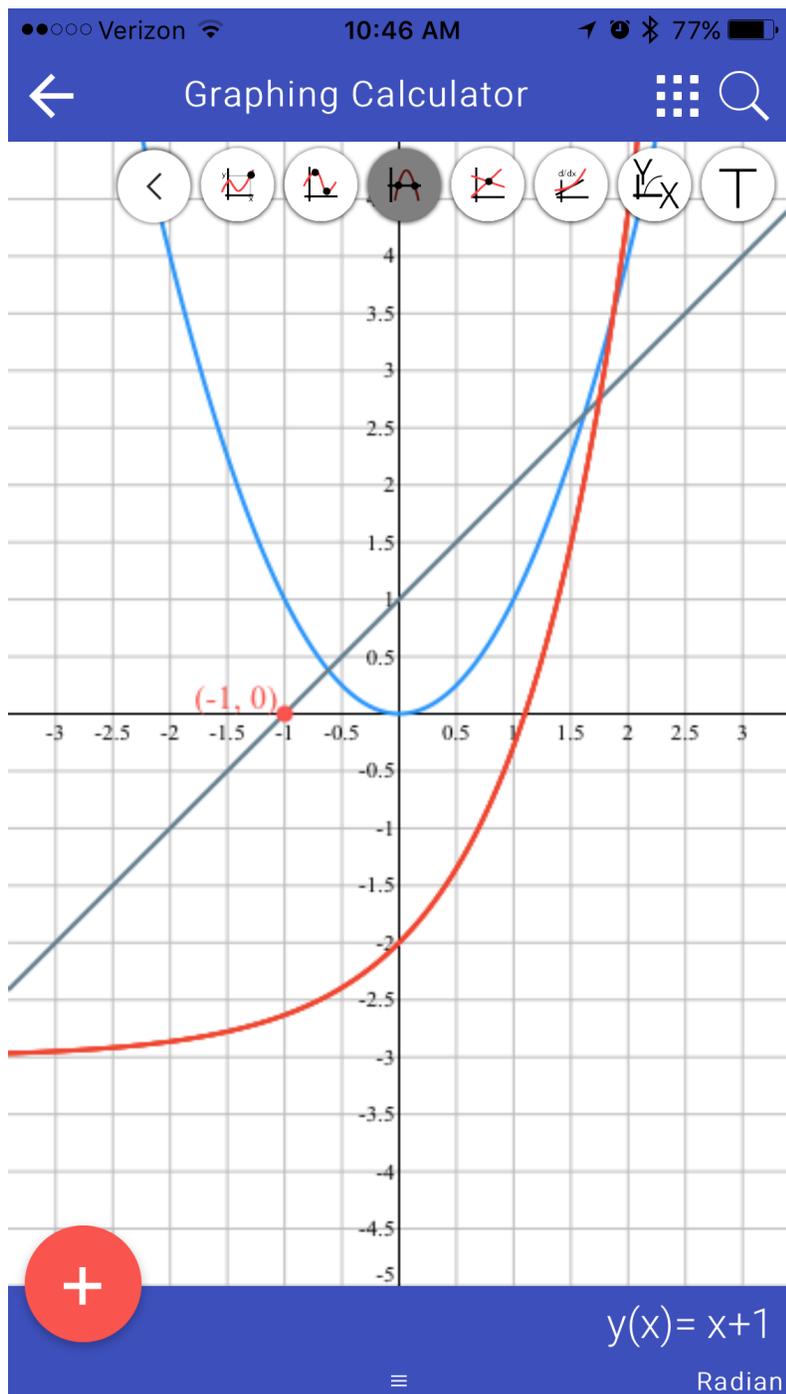
# Maximum/Minimum Feature



Here the equation,  $x^2$  is selected to find the maximum/minimum. Tap where you think the max/min are located.

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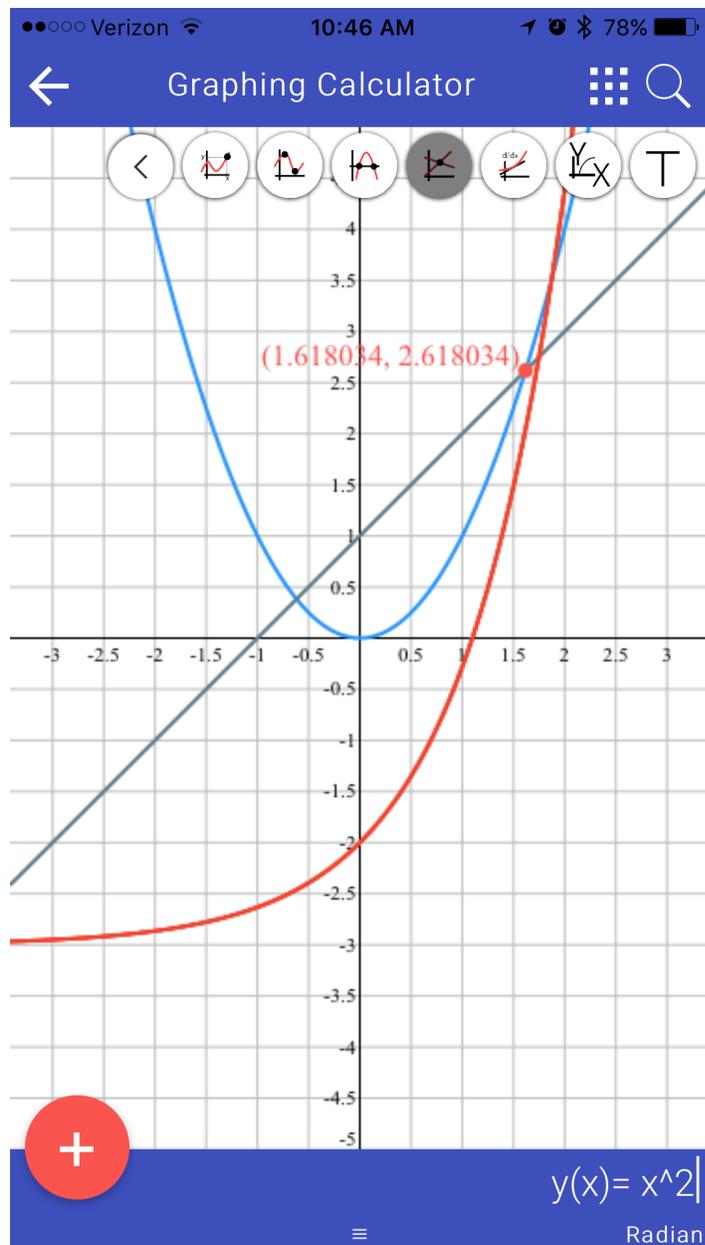
# Root/Zero Feature



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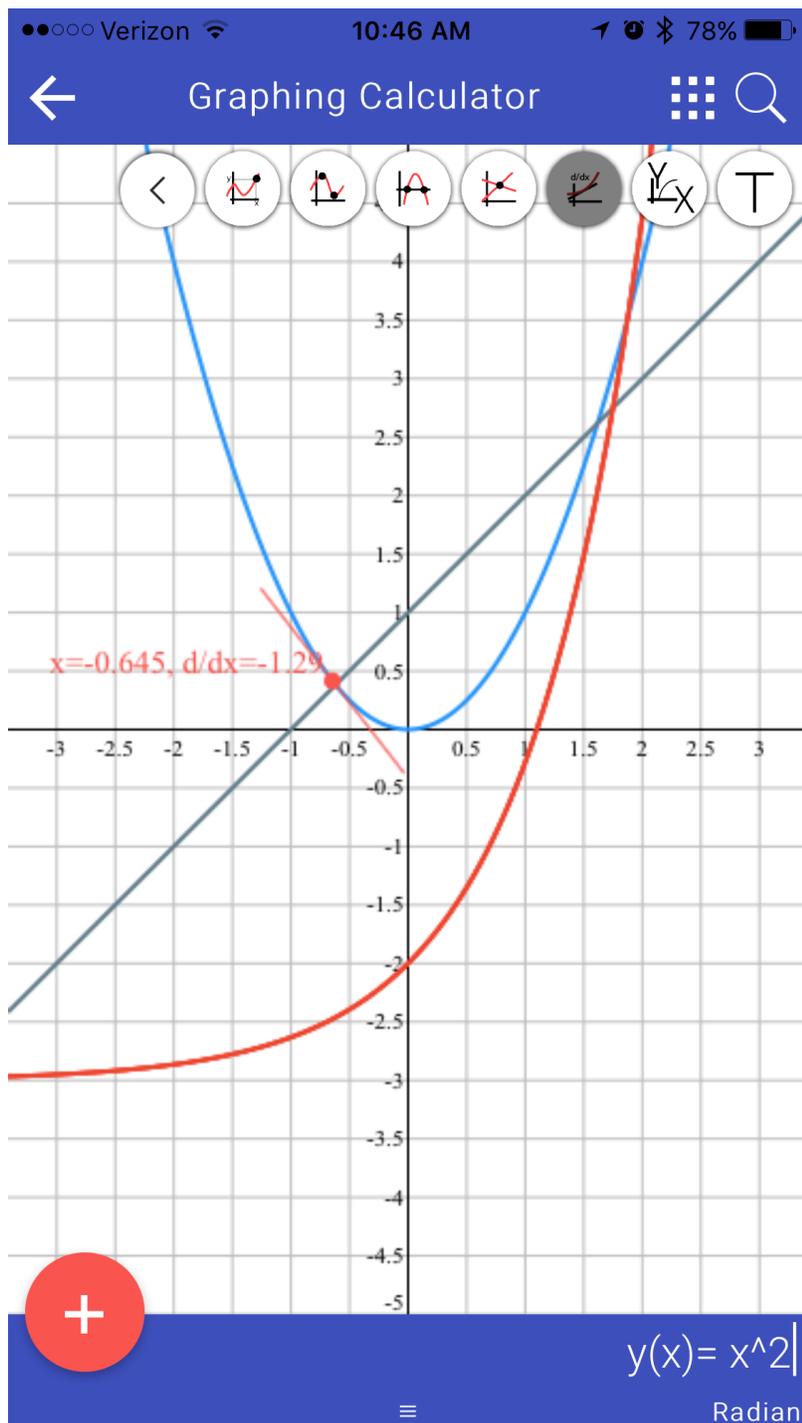
Here the equation,  $x+1$  is selected to find the root/zero of the equation.

# Intersection Feature



Here the equation,  $x^2$  is selected to find the intersections. Tap where you think the intersections are located. This is showing the intersection between  $x^2$  and  $x+1$

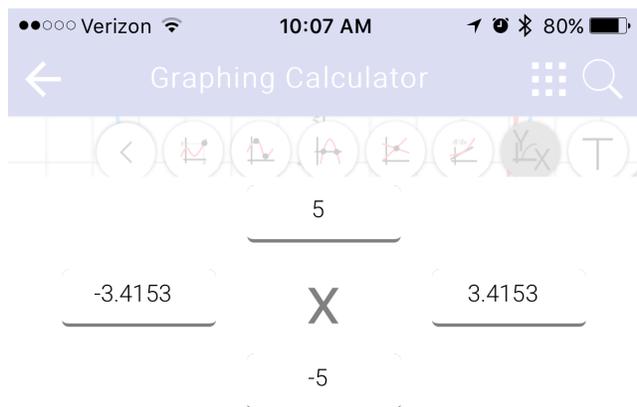
# Derivative Feature



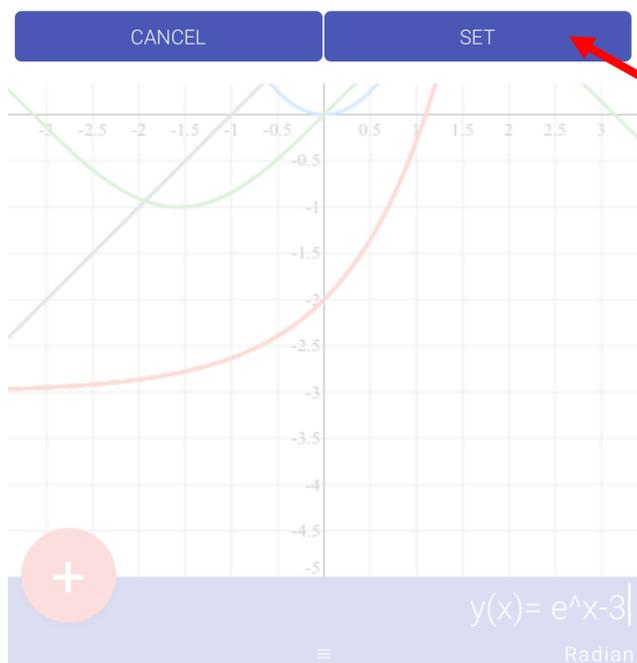
[WWW.GRAPHLOCK.COM](http://WWW.GRAPHLOCK.COM)

You can also find the derivative with the tangent line shown for the designated equation.

## Set Window Feature

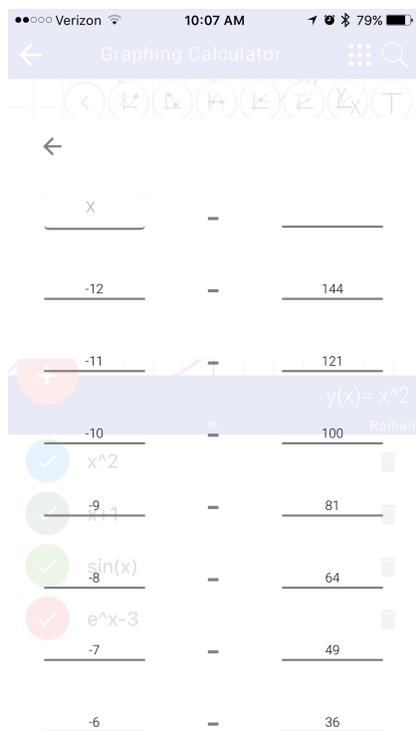


Set the window manually by entering in the minimum and maximum values for the X and Y axis



Tap the value you would like to change and the keypad will appear for you to enter in the values. Once done, select "SET"

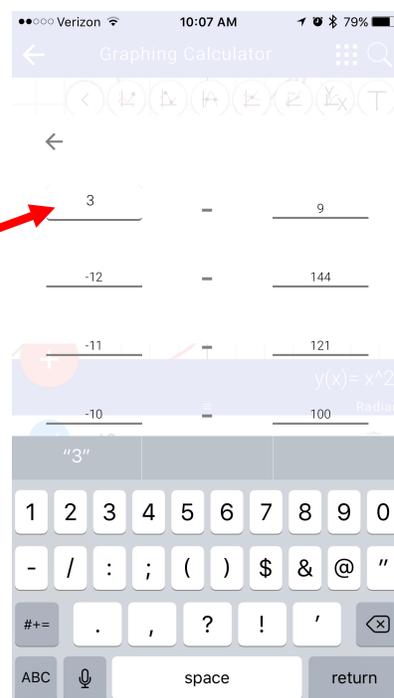
## Table Feature



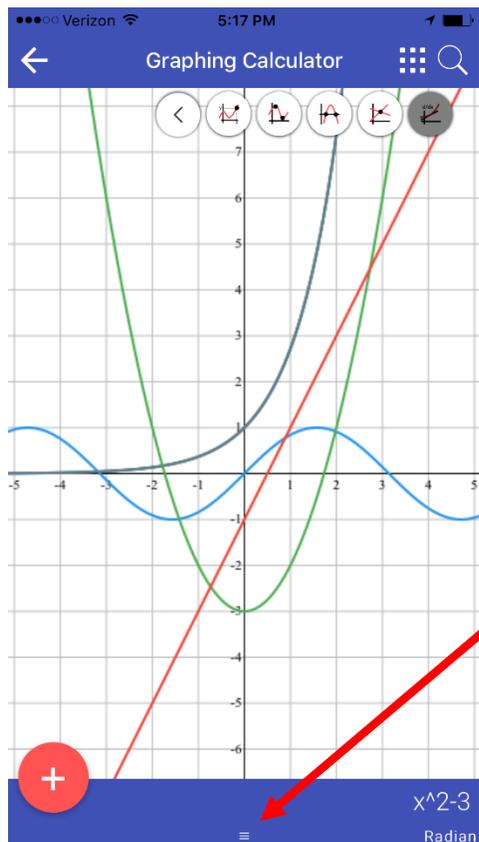
Select the Table from the menu to find the corresponding values of X and Y for the chosen equation.

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To find specific values of X and Y, tap the "X" in the upper left corner and the keypad will appear for you to type in the value of your choosing.



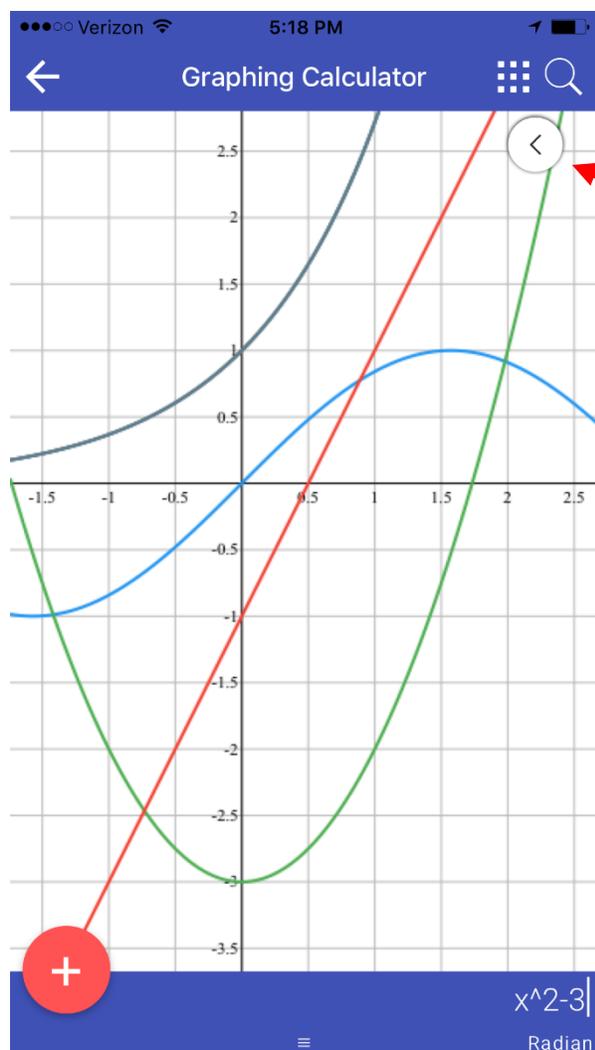
## Zoom Feature



Simply slide down on the list of equations to see the full graph.

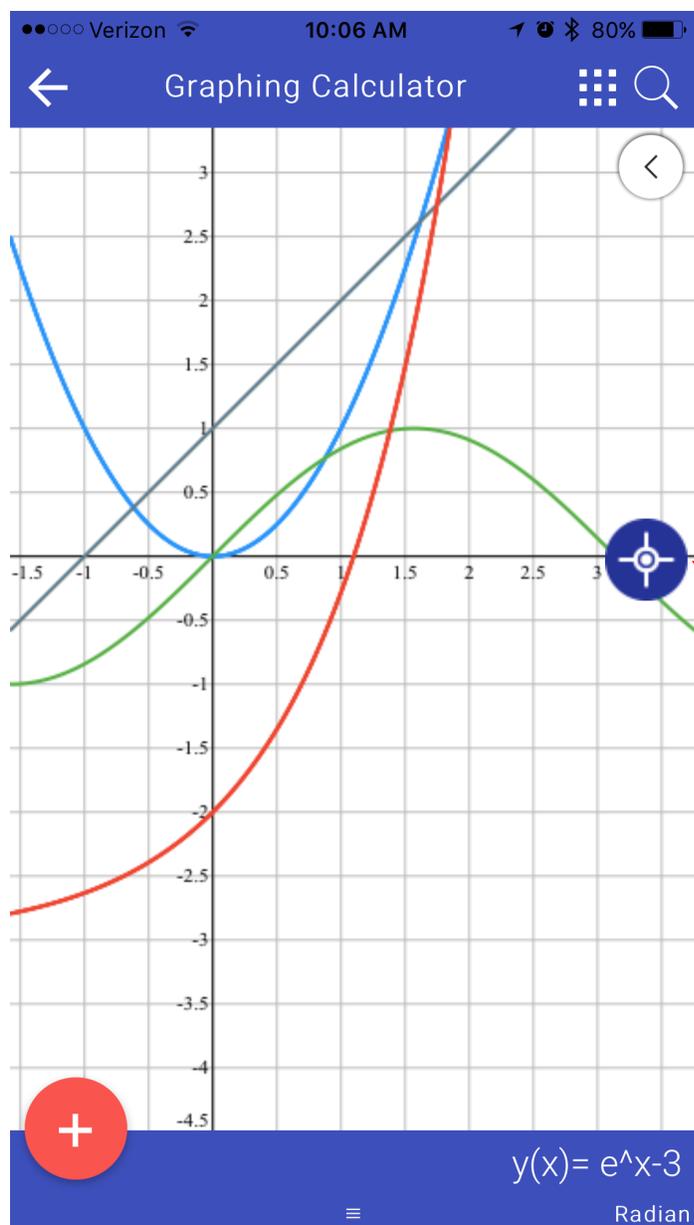
[WWW.GRAPHLOCK.COM](http://WWW.GRAPHLOCK.COM)

Please note – you will need to close out the additional graphing features bar by clicking on the triangle at the top again before being able to zoom in and out and move around the graph.



Close out of additional features by clicking on the triangle again. This will allow you to zoom in on the graph and move around the window.

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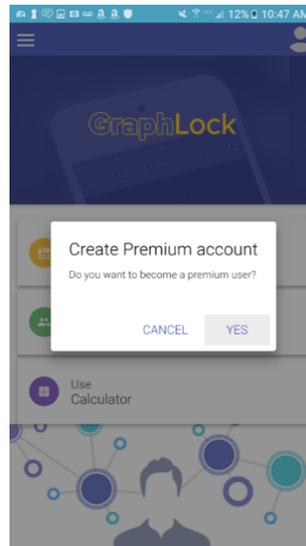
Zoom in and out by pitching and stretching the screen!

[WWW.GRAPHLOCK.COM](http://WWW.GRAPHLOCK.COM)  
To reset the window to the original setting, simply click this symbol to reset it

# XIII. How to Use the Promo Codes

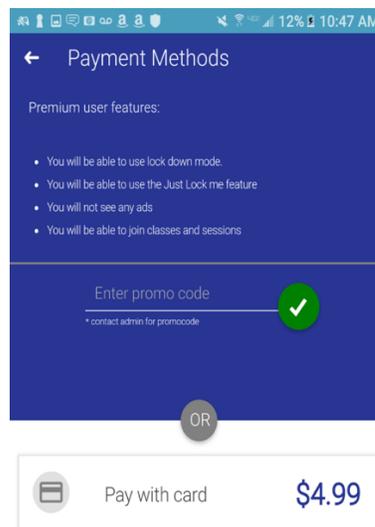
## How to Upgrade the **Student** Version on **Android** Devices [Click HERE for a video](#)

1. First download GraphLock, register and create a profile.
2. After registering, you will click on “My Classes” and will then be prompted to upgrade.



[WWW.GRAPHLOCK.COM](http://WWW.GRAPHLOCK.COM)

3. After selecting “YES” you will then directly enter the given promo code.



# How to Upgrade the **Student** Versions on **Apple** Devices Using a Promo Code

[Click HERE for a video](#)

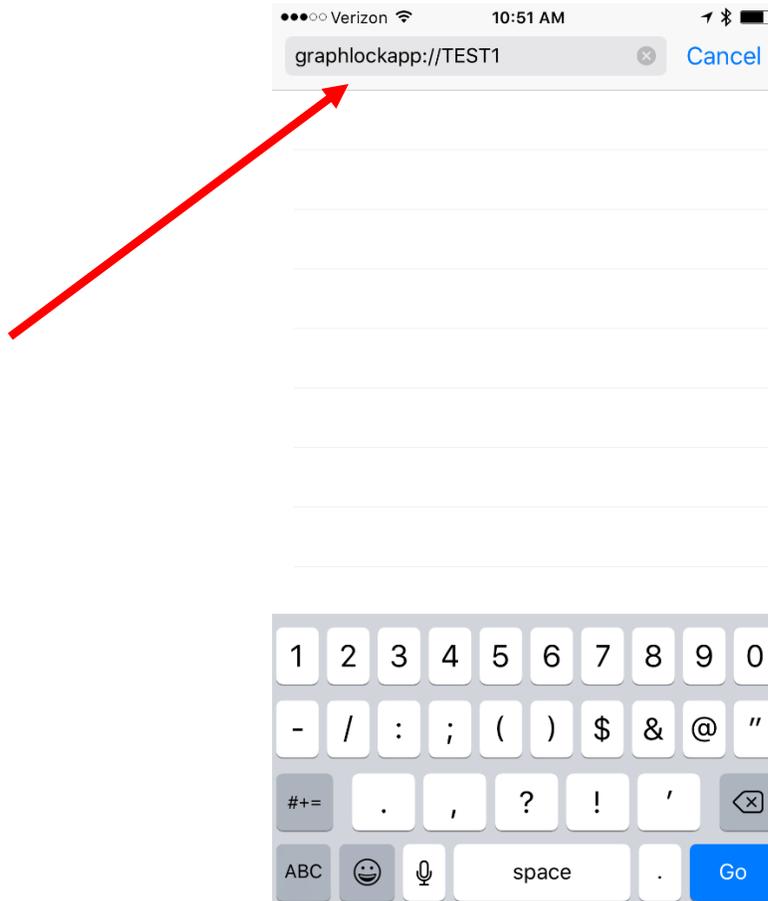
1. Once you download GraphLock and create a profile, either follow the link we sent to you in your email and/or type the link directly into your browser.

The link will be: [graphlockapp://\\_\\_\\_\\_\\_](#) and fill in the blank with the given promo code.

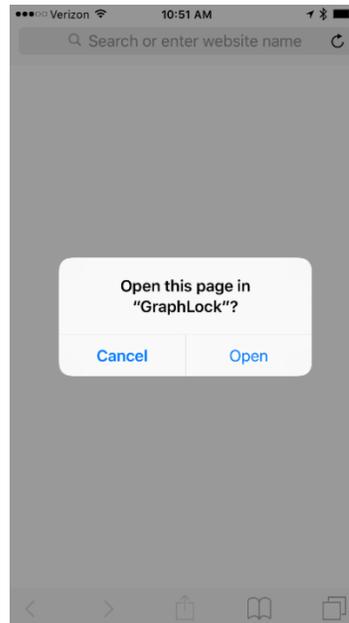
For example, if the promo code is: **TEST1** you will follow the link:  
[graphlockapp://TEST1](#)

Or you can directly type the link directly into your browser:  
[graphlockapp://TEST1](#)

[WWW.GRAPHLOCK.COM](http://WWW.GRAPHLOCK.COM)

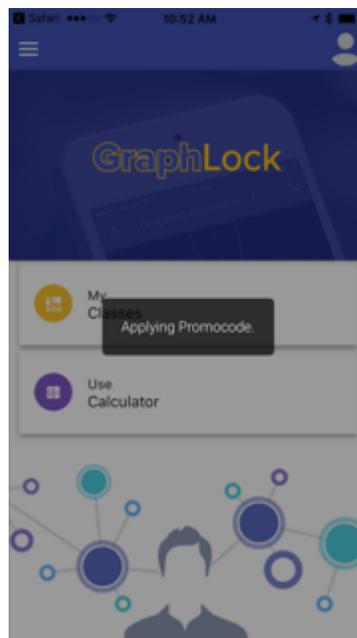


2. Once you follow the link, there will be a pop up asking to open this page in the GraphLock App. Select "Open"

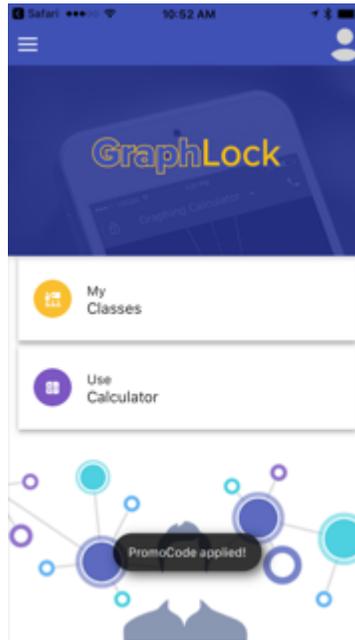


[WWW.GRAPHLOCK.COM](http://WWW.GRAPHLOCK.COM)

3. You will be redirected to the app, where the promo code will be applied.



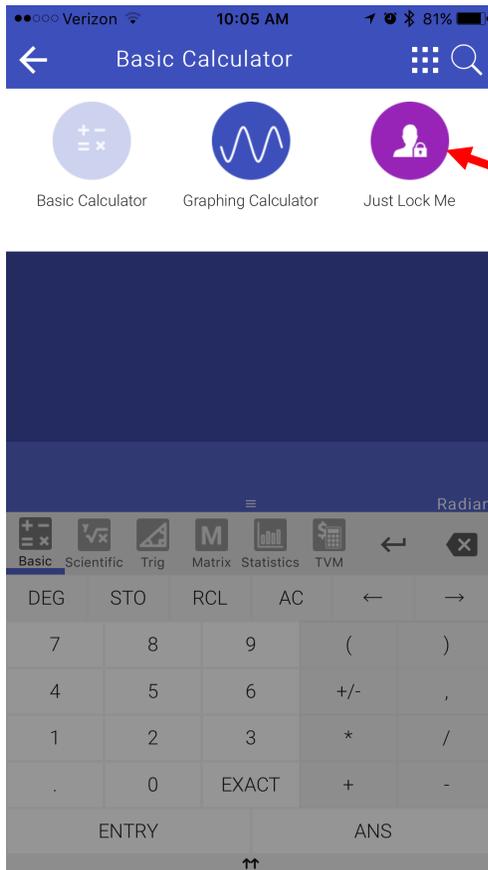
#### 4. Your account will then be upgraded!



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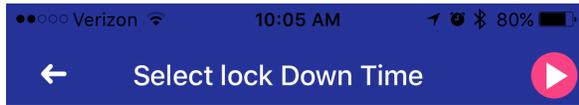
## XIV. Just Lock Me Mode

Your child can quickly and simply put himself/herself into Lockdown using the Just Lock Me Mode



Your child can select "Just Lock Me" from the calculator menu

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HOURS 00 : 59 MIN  
12 58  
01 00

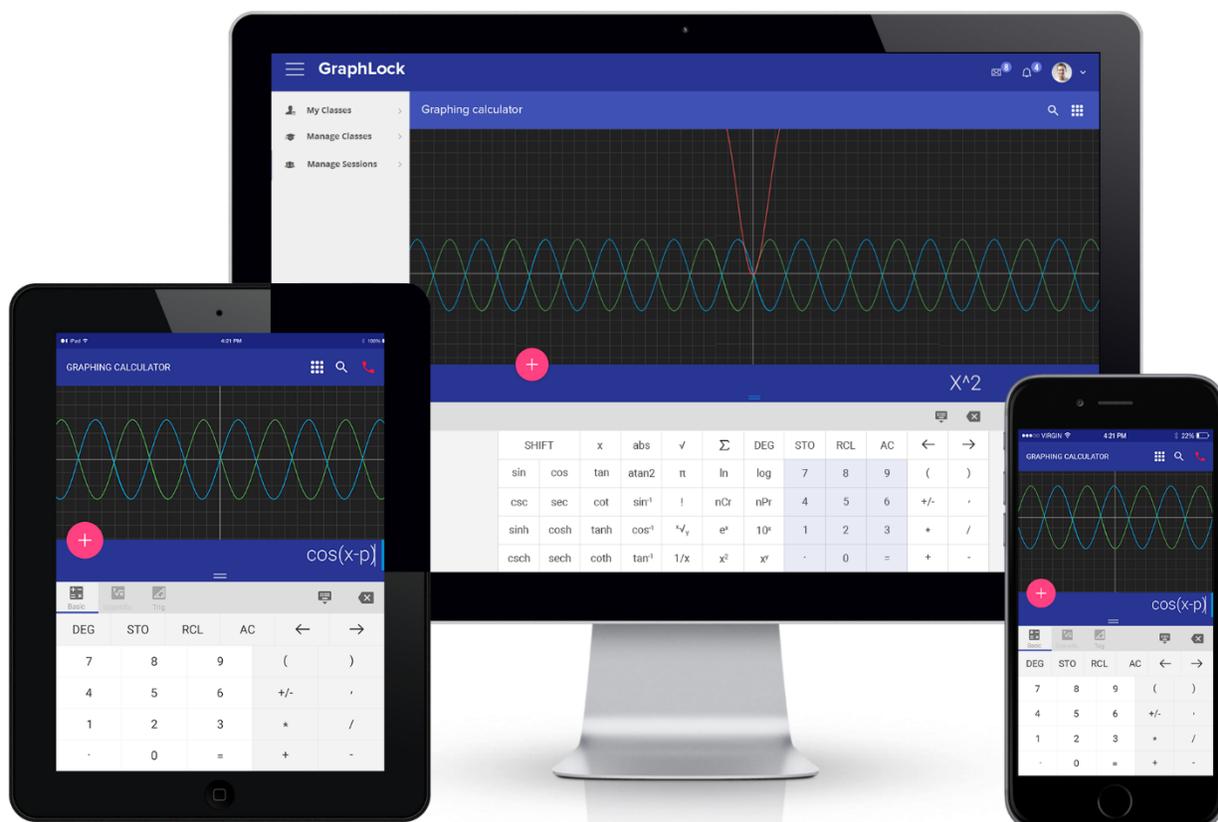
He/she can then set the timer for the lockdown mode and then will select the pink triangle to start the Just Lock Me session.

[WWW.GRAPHLOCK.COM](http://WWW.GRAPHLOCK.COM)

He/she will still have a green stripe across the top of his/her device and will have access to an emergency call button.

## XV. Calculator on the Webapp

You can also use the calculator and the Lockdown Monitoring Platform on your computer. Go to: [www.graphlockapp.com](http://www.graphlockapp.com)



## XVI. Additional Demo Videos

We have tutorial and demo videos located at our YouTube Channel:

<https://www.youtube.com/graphlock>

Our Webapp is located at:

<http://www.graphlockapp.com/>

Below are additional videos: [WWW.GRAPHLOCK.COM](http://WWW.GRAPHLOCK.COM)

[How to Use GraphLock For Proctors & Testing Centers](#)

[How to Use GraphLock for Parents](#)

[Statistics on the Webapp](#)

[Matrices on the Webapp](#)

[Calculator Example Videos](#)

## XVII. Help and Support

Thank you again for downloading GraphLock! Please let us know if you have any questions or feedback for us. Our goal is to make GraphLock the best possible app it can be for students, parents, and teachers! If you would like to schedule a demo or webinar with us to go through the different features, please contact us at the email below! Do not hesitate to contact us with any questions or feedback!

Contact us anytime at: [info@graphlock.com](mailto:info@graphlock.com) [WWW.GRAPHLOCK.COM](http://WWW.GRAPHLOCK.COM)

Thank you,

Team GraphLock – Mallory, Josh, and VJ



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